



ASPIRA

A collage of diverse young people, primarily of Hispanic and Latino descent, smiling and looking in various directions. The image has a dark, textured background with some white scratches and a vertical dashed line on the left side.

National Board of Directors

MEETING

**August 13, 2005
Newark, New Jersey**

**ASAPIRA Association, Inc.
Washington, DC**

NATIONAL BOARD OF DIRECTORS MEETING
August 12, 13, 2005
Newark, New Jersey

NEWARK HILTON AIRPORT

SCHEDULE

Friday, August 12, 2005

9:00am – 6:00pm	Arrival of Participants
1:00pm – 5:00pm	Meeting, Student Affairs Committee
1:00pm – 5:00pm	Meeting, Council of executive Directors

Saturday, August 13, 2005

8:30am – 9:00am	Breakfast
9:00am – 9:15am	Meeting, Executive Committee
9:15am – 12:00pm	Meeting, National Board of Directors
12:00pm-1:00pm	Lunch
1:00pm – 4:00pm	Meeting, National Board of Directors
4:00pm	Departure



ASAPIRA Association, Inc.
Washington, DC

EXECUTIVE COMMITTEE OF THE
NATIONAL BOARD OF DIRECTORS MEETING

August 13, 2005
Newark, New Jersey

PROPOSED AGENDA

- | | | | |
|-----|---|--|---------|
| 1.0 | * | Approval of the Agenda | (Tab 1) |
| 2.0 | * | Review and approval of the Minutes of the February 2005
Executive Committee Meeting | |
| | | Review and approval of the Minutes of the
May, 2005 Executive Committee Meeting | (Tab 2) |
| 3.0 | | Procedures for Election of Officers and At-Large members | |
| 4.0 | | New Business | |
| 5.0 | | Adjourn | |

* Action Items



ASPIRA Association, Inc.
Executive Committee Meeting
January 21, 2005
Newark, New Jersey

Members Present

Ms. Myrna M. Rivera, C.I.M.A.
Chair of the Board

Ms. Helga Umpierre,
Vice Chair Personnel, Chairperson
ASPIRA Inc., de Puerto Rico

Ms. Lydia Hernández Vélez, Esq.,
Treasurer
Chairperson, ASPIRA Inc., of
Pennsylvania

Ms. Miream Sierra, Chairperson
ASPIRA Inc., of Florida

Mr. Carlos J. Alma (representing
Mr. Gilbert Rivera, Chairperson,
ASPIRA Inc. of New Jersey)

Other Members Present

Luis Cuevas, At-Large Member

Mr. Max A. Knowles,
Student Representative,
ASPIRA Inc., of Florida

Ms. Ellen Espailat, Vice Chair
Student Affairs Committee
Student Representative,
ASPIRA Inc., of Pennsylvania

Ms. Jessica Rodríguez
Student Representative,
ASPIRA Inc., of Illinois

Mr. Hector Artiles
Student Representative
ASPIRA of New York

Associates Offices

Ms. Carmen Rodríguez (representing
Mr. Vincent Siberon, Executive Director
ASPIRA of Connecticut)

Mr. William Gómez (representing
Ms. Hilda V. Maldonado, Executive
Director, ASPIRA Inc., de Puerto Rico)

National Office Staff

Mr. Ronald Blackburn-Moreno,
President and CEO

Mr. John Villamil, Executive
Vice President and CIO

Ms. Hilda Crespo
Vice President Public Policy and Federal
Relations

Excused

Ms. Sonia Sánchez, Secretary,
Chairperson, ASPIRA Inc., of Illinois

Ms. Magda Yrizarry, Chairperson
ASPIRA, Inc. of New York

Mr. Antonio Rivera, Chairperson,
ASPIRA Inc. of New Jersey

Mr. Benny Omar Torres, Chairperson,
ASPIRA Inc., of Connecticut

Ms. Kelly Rodriguez, Past Chair,
Student Affairs Committee

Call to Order: The meeting was called to order at 8:30 a.m.

1.0 Approval of the Agenda

- Ms. M. Rivera thanked Executive Committee Members for attending the meeting.
- Ms. M. Rivera asked Executive Committee Members to introduce themselves since there are some new Members.
- Ms. M. Rivera asked Board Members to review the Executive Committee agenda.
- Ms. M. Rivera asked Members if they had new business to propose.
- Ms. M. Rivera added Alumni Association, oversight of Associates, and elections as new business items.
- Ms. H. Umpierre added operating procedures for Associates.
- Ms. H. Umpierre presented a motion to approve the agenda.
- Ms. L. Hernández Vélez seconded the motion.
- The agenda was approved by unanimous vote.

2.0 Review and Approval of the Minutes of the May 21, 2004 Executive Committee Meeting

- Ms. M. Rivera asked Executive Committee Board Members to review the minutes.
- Executive Committee Members made several corrections to the minutes and were noted by the recorder.
- Ms. H. Umpierre made a motion to approve the minutes.
- Ms. L. Hernández Vélez seconded the motion.
- The minutes were approved by unanimous vote.

3.0 Review of the Minutes of the October 3, 2004 National Board of Directors Meeting

- Ms. M. Rivera asked Executive Committee Members to review the minutes.
- Ms. M. Rivera raised a point of clarification for the record indicating that during Executive Committee meetings all Associates must be represented.
- Several corrections were made and noted by the recorder.

4.0 Review of the January 21, 2005, National Board of Directors Meeting Agenda

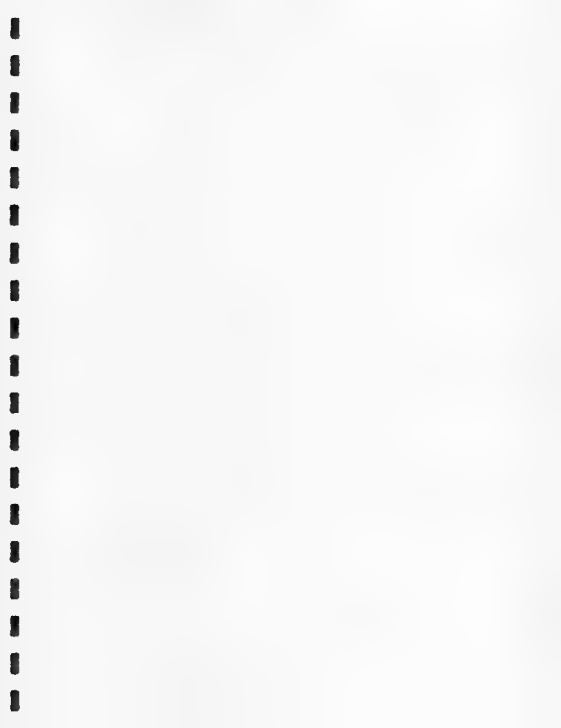
- Ms. M. Rivera recommended moving the Treasurer's Report to the third item of the agenda.
- Ms. M. Rivera recommended that action items be discussed first due to inclement weather.

5.0 New Business

- Ms. M. Rivera indicated that the By Laws state that the National Board of Directors hold elections during the annual meeting in August. She referred to the minutes of the last National Board of Directors meeting on October 3, 2004, stating that, due to quorum, elections would be held in the next National Board of Directors meeting. She indicated that it is not clear if they are prepared to hold elections during the National Board of Directors meeting. She asked the Executive Committee for recommendations that can be brought to the board meeting. She presented some recommendations, such as holding elections during the meeting or maintaining the Executive Committee Officers until August 2005 and hold elections then.
- Ms. M. Rivera proposed a discussion of the status of the recommendation presented at the Executive Committee meeting on May 21, 2004, regarding the Aspirante Alumni Association (AAF). She mentioned that the possibility of 'an inclusion strategy to add AAF to the ASPIRA by amending the Articles of Association' was recommended. She indicated that an amendment discussion needs to take place.
- Ms. M. Rivera mentioned that the National Office has been providing loans to the Associates. She proposed a discussion on Associates fiduciary compliance. Ms. M. Rivera referred to the Articles of Association statutes about fiduciary responsibilities of the National Office and Associates. She stated that implementation of the Section of the Articles of Association regarding Associates providing financial reports, audited financial statements, and other information deemed necessary to the National Office must be enforced.
- Ms. H. Umpierre indicated that she wanted to address some of the same issues raised by Ms. M. Rivera. Ms. H. Umpierre handed out ASPIRA Inc., de Puerto Rico's recommendations urging for more involvement and support of the local Boards and the Associates with the National Board of Directors.
- Ms. M. Rivera recommended a review of the Articles of Association during the next Board Retreat.

6.0 Adjourn

- Ms. H. Umpierre presented a motion to adjourn.
- Ms. L. Hernández Vélez seconded.
- The meeting was adjourned.



**ASPIRA Association, Inc.
Executive Committee of the
Board of Directors**

**Meeting
May 20, 2005
(Via conference call)**

Members Present

Ms. Myrna M. Rivera, S.I.M.C.
Chair of the Board

Ms. Lydia Hernández Vélez, Treasurer,
Chairperson, ASPIRA Inc. of
Pennsylvania

Ms. Helga Umpierre
Chairperson, ASPIRA Inc. de P.R.

Ms. Magda Yrizarry
Chairperson, ASPIRA of New York, Inc.

Mr. Benny Omar Torres
Chairman, ASPIRA of Connecticut, Inc.

Ms. Kelly Rodríguez,
Chair, Student Affairs Committee

Absent/Excused

Mr. Antonio Rivera
Chairman, ASPIRA of New Jersey, Inc.

Ms. Miream Sierra
Chairperson, ASPIRA of Florida, Inc.

Ms. Sonia Sánchez
Chairperson, ASPIRA of Illinois

National Office Staff

Ronald Blackburn-Moreno
President

Ms. Hilda Crespo
Vice President for Public Policy and
Government Affairs

Call to order: The Chairperson called the meeting to order at 2:30pm

1.0 Approval of the agenda

- Ms. Rivera welcomed the members and called for a review of the agenda
- Ms. Umpierre indicated that the meeting should start with the report from the auditor
- Ms. Rivera proposed that the item on the review of the audit be addressed when the auditor called in.
- Ms. Hernández-Vélez made a motion to approve the agenda with the report of the auditor to be addressed when the auditor called in
- Ms. Umpierre seconded
- The agenda was approved by unanimous vote

2.0 Approval of the minutes of the January 21, 2005 Executive Committee meeting.

- Ms. Hernández Vélez indicated that she did not have the complete minutes in her package
- Since Mr. Torres and Ms. Yrizarry were not at the meeting, they indicated that they would abstain
- Ms. Rivera indicated that since there were three abstentions, there were not sufficient votes to approve the minutes, and therefore this item would be postponed until the next meeting

3.0 Review of the minutes of the January 21, 2005 Board of Directors meeting.

- Ms. Rivera called for the review of the minutes of the January 21, 2005 Board of Directors meeting
- Ms. Umpierre motioned that they be accepted
- Mr. Torres seconded
- The motion was approved by unanimous vote.

4.0 Review of the FY 2003 audit report

- Mr. Blackburn Moreno indicated that the audit was a clean audit. He then discussed the Management Letter. He indicated that the Management Letter was long, but that there was nothing substantial, and that the National Office responses to the issues raised were included in the letter. He indicated that the issues we agreed with being addressed
- There was a broad discussion ensued regarding the letter and the issues raised
- Ms. Teri Marsh from the audit firm joined the call. She began with a description of the audit document. She indicated that they had an unqualified opinion or that it was a clean audit. She discussed each page of the audited Statement of Financial Position and the exhibits of the audit report
- She then discussed the Management Letter. She discussed each of the auditors' recommendations in the letter. The extensive discussion also included Management's responses to each recommendation. Ms. Marsh and Mr. Blackburn responded to questions by board members.
- Ms. Marsh was thanked by the members. She indicated that she was available to answer any questions they may have.
- After the call, the board discussed the presentation and actions they believe should be taken to address issues brought up by the auditors. Ms. Rivera stated that Sarbanes/Oxley has changed the nature of audits and this needs to be addressed. This is especially important for a small organization such as ours.

Ms. Hernández-Vélez had to leave the call at 3:28pm

5.0 Proposed Amendments to the Articles of Association

- Mr. Blackburn-Moreno discussed amendments proposed to the Articles of Association to create a new type of membership for the Association. This is triggered by an attempt to accommodate incorporating the Aspirante Alumni Fellowship.

- There was a broad discussion around the Fellowship, potential conflicts that may emerge with the current Associates and language that would need to be included in the Articles
- Ms. Rivera indicated that the proposed amendments do not necessarily address all the issues that the new membership category raises, it was a good start
- Ms. Yrizarry discussed the potential controls that would have to be put in place to ensure that conflicts do not emerge

6.0 President's Report: Tech Tools Conference

- Given the time constraints, Mr. Blackburn reported on the status of the Tech Tools Conference. He reported on the issue of the contract with the hotel that was being resolved and the agreement with ASPIRA of NJ for ASPIRA of NJ to enter a revised contract with the hotel and with the National Office to conduct the conference.

7.0 Treasurer's Report

- Ms. Rivera indicated that the documents were in the package
- Mr. Blackburn-Moreno discussed the report, focusing on the Revenue and Expenditure Report. He indicated that the National Office has spent about two thirds of the budget, which is normal given that we are over two thirds into the fiscal year.
- Ms. Umpierre asked about the status of the debt of the Associates with the National Office. He explained that some Associates have reduced their debt by applying amounts payable to them by the National Office, though not all. This has especially been the case of ASPIRA of New York.
- Mr. Rivera asked whether there were any grants expected that didn't come in this year.
- Mr. Blackburn-Moreno indicated that we did receive grants that were unexpected, including the Home Depot grant. He also indicated that Hispanic Business had again ranked ASPIRA as the largest national Hispanic organization in the country.
- Mr. Torres inquired about the process of applying grant funds when an Associate is unable to conduct the program.
- Mr. Blackburn-Moreno responded that those funds would have to allocate the funds to another Associate. The National office cannot keep these funds.
- Mr. Blackburn-Moreno discussed the new lease, a ten year lease that was an extraordinary offer from the landlord. He indicated that a significant portion of the space would be subleased, which would be a savings.
- Ms. Umpierre asked about the financial reports that the Associates should be sending.
- Mr. Blackburn-Moreno indicated that some had come in, but others had not.
- Mr. Blackburn-Moreno reported on the Endowment Fund, which is at \$1,031,000, minus the margin.
- Mr. Torres and Ms. Rivera suggested that the National Office pay off the endowment line of credit so as to reduce interest payment. There was a brief

discussion on the value of paying off the margin vs. keeping liquid funds in a money market account.

- Mr. Blackburn-Moreno indicated that he would certainly look into paying the margin.

8.0 Resolution, ASPIRA de Puerto Rico

- Ms. Umpierre requested that the Resolution proposed by ASPIRA of Puerto Rico be discussed at the next meeting. She summarized the Resolution. There was a brief discussion about the Resolution. Her main concern was regarding accountability, especially in finances, of the Associates and a way of auditing the Associates to avoid financial crises.
- Mr. Blackburn-Moreno suggested that all the Associates contribute to hiring an external compliance officer.
- There was a brief discussion about the content of the Resolution.

9.0 Adjournment

- Ms. Rivera adjourned the meeting at 4:35pm.





ASAPIRA Association, Inc.
Washington, DC

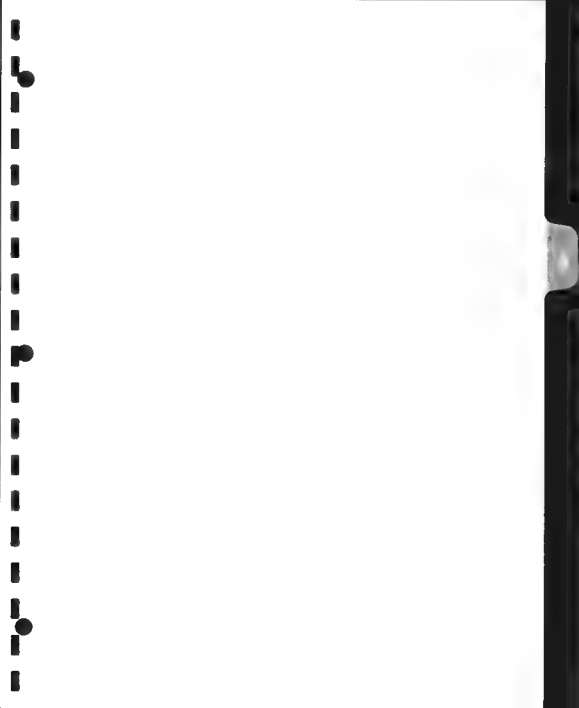
NATIONAL BOARD OF DIRECTORS MEETING

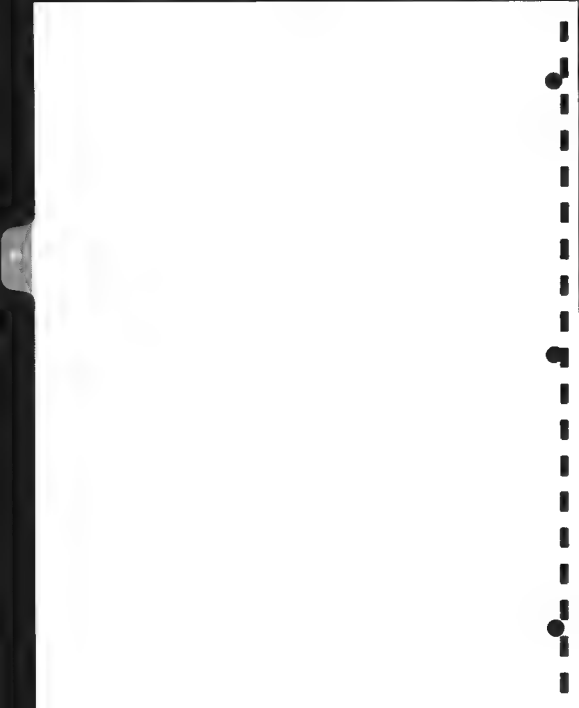
August 13, 2005
Newark, New Jersey

PROPOSED AGENDA

- | | | | |
|------|---|--|---------|
| 1.0 | * | Approval of the Agenda | (Tab 3) |
| 2.0 | * | Review and approval of the Minutes of the
Board of Directors February, 2005 meeting | (Tab 4) |
| 3.0 | | Chairpersons Report | |
| 4.0 | | Treasurer's Report- | (Tab 5) |
| | | Revenue and Expenditures Report - July, 2005 | |
| | | Endowment Fund Report | |
| | | Approval of the Auditors | |
| 5.0 | | Proposed Amendments to the Articles of Association
Aspirante Alumni Association | (Tab 6) |
| 6.0 | | Report of the Nominations Committee
Election of Officers and At Large Members | |
| 7.0 | | Report, Student Affairs Committee | |
| 8.0 | | President's Report | (Tab 7) |
| 9.0 | | New Business
ASPIRA de P R Resolution | (Tab 8) |
| 10.0 | | Adjourn | |

* Action Items





ASPIRA Association, Inc
National Board of Directors Meeting
January 21, 2005
Newark, New Jersey

Members Present

Ms Myrna M Rivera, CIMA
Chair of the Board

Ms Helga Umpierre,
Vice Chair Personnel, Chairperson
ASPIRA Inc , de Puerto Rico

Ms. Lydia Hernández Vélez, Esq ,
Treasurer, Chairperson, ASPIRA Inc ,
of Pennsylvania

Ms. Miriam Sierra, Chairperson
ASPIRA Inc , of Florida

Mr Benny Omar Torres, Chairperson,
ASPIRA Inc , of Connecticut

Mr Carlos J Alma (representing
Mr Gilbert Rivera, Chairperson,
ASPIRA Inc of New Jersey)

Mr Luis Cuevas, At-Large Member

Mr Heriberto Oquendo, Jr ,
At-Large Member

Mr Max A Knowles,
Student Representative,
ASPIRA Inc , of Florida

Ms Ellen Espallat,
Student Representative,
ASPIRA Inc , of Pennsylvania

Ms Jessica Rodriguez
Student Representative,
ASPIRA Inc , of Illinois

Mr Hector Artiles
Student Representative
ASPIRA of New York

Associates Offices

Mr Ronald Blackburn-Moreno,
President and CEO, National Office

Mr Raul Martinez
ASPIRA Inc , of Florida

Ms Carmen Rodriguez (representing
Mr Vincent Siberon, Executive
Director, ASPIRA of Connecticut)

Mr William Gómez (representing
Ms Hilda V Maldonado, Executive
Director, ASPIRA Inc , de Puerto Rico)

Mr Alfredo Calderón,
ASPIRA Inc , of Pennsylvania

Ms Maria Ramos (representing
Executive Director, Mr José Rodriguez,
ASPIRA Inc , of Illinois)

National Office Staff

Mr John Villamil, Executive
Vice President and CIO

Ms. Hilda Crespo
Vice President Public Policy and
Federal Relations

Excused

Ms. Magda Yrizarry, Chairperson
ASPIRA, Inc. of New York

Ms. Brunella Rodríguez,
Student Representative,
ASPIRA of Connecticut

Ms. Sonia Sánchez, Secretary,
Chairperson, ASPIRA Inc., of Illinois

Mr. Antonio Rivera, Chairperson,
ASPIRA Inc. of New Jersey

Ms. Kelly Rodríguez, Past Chair
Student Affairs Committee

Mr. Ivan Quervalu, President,
ASPIRA Inc., of New Jersey

Mr. Héctor Gesualdo,
Executive Director
ASPIRA Inc., of New York

Mr. José Rodríguez, Executive Director
ASPIRA Inc., of Illinois

Ms. Hilda V. Maldonado,
Executive Director,
ASPIRA Inc., de Puerto Rico

Mr. Vincent Siberón,
Executive Director
ASPIRA of Connecticut

Mr. Adam García,
Student Representative
ASPIRA Inc., of New Jersey

Mr. Orlando Lugo,
Student Representative
ASPIRA, Inc. de Puerto Rico

Call to Order: The Chair Ms. M. Rivera called the meeting at 10:15 a.m.

1.0 Approval of the Agenda

- Ms. M. Rivera welcomed Board Members
- Ms. M. Rivera asked National Board of Directors Members to introduce themselves
- Ms. M. Rivera called for a review of the proposed agenda and presented the changes recommended at the Executive Committee meeting
- Mr. Oquendo Jr. made a motion to approve the agenda as amended
- Ms. H. Umpierre seconded
- The agenda was approved by unanimous vote

2.0 Review and Approval of the Minutes of the October 2-3, 2004 National Board of Directors Meeting

- Ms. M. Rivera asked Board Members to review the minutes
- Several corrections were made to the minutes that were noted by the recorder
- Ms. H. Umpierre made a motion to approve the minutes
- Ms. E. Espallat seconded
- Ms. M. Rivera, Mr. Carlos J. Alma abstained from voting
- The agenda was approved with two abstentions

1.0 Treasurer's Report

- Mr. R. Blackburn presented and explained the Revenues and Expenses Report for July 2004 through December 2004 (unaudited)
- Mr. R. Blackburn indicated that the Revenues and Expenses Report is based on a continuing Resolution approved by the National Board of Directors during the last meeting.
- He mentioned that the Report reflects last year's budget of \$1.633 million. Of that amount only \$734,230 has been spent year-to-date with a remainder of \$899,099.
- Mr. R. Blackburn reported on the proposed budget for FY 2005. He indicated that a \$1.786 million dollar budget is being proposed for FY 2005 because of new grants awarded and the conferences.
- Mr. R. Blackburn explained in detail the proposed budget for FY 2005.
- Ms. M. Sierra raised a point of clarification regarding the 'Special Events' line item amount for year-to-date and the amount specified for the same line item under the FY 2005 Preliminary Budget.
- Mr. R. Blackburn reviewed Ms. M. Sierra's point of clarification.
- Ms. M. Sierra recommended that language should be modified under the Revenues and Expenses Report column for 'Approved Annual Budget' to read

'Approved Extended FY 04' on cases where a Continuing Resolution has been approved

- Mr. C. Alma requested a motion to approve the Budget FY 2005
- Ms. L. Hernandez Vélez seconded the motion
- Ms. M. Rivera asked Members if there were any questions for the motion in consideration
- The FY 2005 Budget was approved
- Ms. M. Rivera reported on the Endowment Fund Report. She highlighted that the fund has been able to stay in the \$1 million dollar mark in spite of market fluctuations

2.0 Report- Aspirante Alumni Committee

- Ms. M. Rivera asked Ms. L. Hernández to report on the status of the Aspirante Alumni
- Ms. L. Hernandez Vélez reported that the Committee had a meeting in November with representatives of the Aspirante Alumni Fellowship (AAF). She indicated that after an intense discussion the Committee and the Aspirante Alumni Fellowship entered a working agreement of exploring the possibilities of the AAF becoming an Affiliate. This will require a review of the Articles of Association, since it requires Affiliates to provide direct counseling services. This Affiliate will provide services and will capture opportunities from alumni who are emotionally and financially committed to ASPIRA. Ms. L. Hernandez Vélez proposed Members to continue considering making the AAF a part of ASPIRA.
- Mr. B. Torres asked how they would consider structuring the AAF as an Associate.
- Mr. R. Blackburn responded that the ASPIRA Association contemplates two types of membership, the Associates and the Affiliates that provide direct services and the second is the National Office all this is defined by the Articles of Association. He indicated that the National Board must discuss the creation of a new category of membership or to recognize this specific organization in its own category.
- Ms. M. Rivera indicated that at a previous National Board of Directors meeting this topic was discussed and the board agreed that a healthy relationship with AAF is necessary. The next step is to construct language for the Articles of Association to allow the organization.
- Ms. M. Sierra asked if AAF have By-Laws.
- Ms. M. Rivera responded that AAF has its own By-Laws and are an incorporated 501 (c) (3), and they have reviewed AAF's By-Laws in a previous meeting with AAF representatives.
- Ms. M. Sierra presented a motion to form a Committee that will review different options considering the Articles of Association and report the advantages and disadvantages of three models that may or may not have been discussed with

AAF The models will be presented during the August National Board of Directors meeting

- Ms. M Rivera seconded the motion
- Ms. L. Hernández Vélez made a point of clarification that the AAF originally wanted to create a credit union but they have to refrain from the idea since they were all volunteers and an infrastructure was needed. She indicated that they are still working on the idea. She also indicated that there is opportunity to include it in the discussion.
- Ms. M Rivera indicated that Ms. L. Hernández Vélez has recommended in the report to continue pursuing the relationship with AAF. She made a point of clarification that an ad hoc Committee within the National Board has been created for this purpose.
- Ms. M Sierra made an amendment to the motion to strike out "to form a Committee" and to insert "have the Aspirante Alumni Committee"
- Mr. W. Gomez raised his concerns of allowing the Associates to participate in the selection of Aspirantes for the AAF's Scholarship Fund and to what extent this recognizes the AAF, and what legal consequences could this have in the future if the ASPIRA Association decides to take legal action against AAF. Mr. W. Gomez recommended that the Associates/Affiliates refrain from selecting students for the scholarship and that the students apply on their own.
- Ms. M Sierra asked who the Board Members of the Aspirante Alumni Committee Are.
- Ms. M Rivera indicated that Ms. M. Yrizarry, Chair of ASPIRA Inc., of New York, Mr. H. Gesualdo, Executive Director of ASPIRA Inc., of New York, Ms. L. Hernandez Vélez, Chair of ASPIRA Inc., of Pennsylvania, Mr. R. Blackburn, President and CEO of the National Office are part of the Committee.
- Ms. M Rivera asked Members to take a vote on the motion. The question of having the Aspirante Alumni Committee review different options, consider the Articles of Association, and report the advantages and disadvantages of three models that may or may not have been discussed with AAF and that will be presented during the August National Board of Directors meeting.
- The motion was approved by unanimous vote.
- Ms. M Sierra requested to record in the minutes that the vote was unanimous.

5.0 New Business

- Ms. M Rivera presented Members with new businesses recommended at the Executive Committee meeting.
- She indicated that according to the By-Laws, elections should have been held in the last meeting. During the last meeting it was agreed to hold elections at this meeting. Ms. M Rivera asked the Nominations Committee Members if they are prepared to engage in an election process or if it is recommended that elections be moved to the next meeting.

- Mr. Oquendo, Jr. presented a motion to hold elections at the next National Board of Directors meeting and that the current Officers retain their positions until August
- Ms. L. Hernández Velez seconded
- The motion was approved by unanimous vote
- Mr. B. Torres indicated that there is a vacancy for the position of Vice-Chair of Program
- Ms. M. Rivera indicated that besides the vacancy for Vice-Chair of Program the Treasurer position would become vacant in June since Ms. L. Hernández Velez will resign as Chair of the ASPIRA Inc., of Pennsylvania Board of Directors
- Ms. H. Umpierre made a motion to continue operating the board 'as is' until the next National Board of Directors meeting in August
- Mr. L. Cuevas seconded
- Mr. B. Torres proposed to continue operating without a Chair of Program but to resolve the Treasurer vacancy, when it occurs
- Ms. H. Umpierre made an amendment to the motion to continue operating 'as is' until August without the Chair of Program
- Ms. M. Sierra seconded
- The motion was approved by unanimous vote
- Ms. L. Hernández Velez resigned from her position as Treasurer
- Ms. M. Rivera asked Members if they had any nominations for the Treasurer position.
- Ms. H. Umpierre nominated Ms. M. Sierra
- Mr. Oquendo Jr. seconded
- Ms. M. Rivera asked Ms. M. Sierra if she wanted to accept the nomination
- Ms. M. Sierra accepted the nomination
- Ms. M. Rivera asked Members to consider Ms. M. Sierra as the Treasurer and that she will assume that position until the next National Board of Directors meeting
- The election of Ms. M. Sierra as Treasurer was approved by unanimous vote
- Ms. M. Rivera indicated that as discussed during the Executive Committee meeting, the Articles of Association allows the National Office to request any information deemed necessary from the Associates on behalf of the National Board of Directors.
- Ms. M. Rivera reviewed the Articles of Association, Article III Functions and Areas of Responsibilities of the National Office of the ASPIRA Association, Inc. and the ASPIRA Associates. She read Section 2, paragraph, e), Reporting
- Mr. R. Blackburn recommended for the National Board of Directors approve a requirement that each Associate submit a statement of revenue and expenses to the National Office each quarter

- Ms. M. Rivera stated the question of a motion for the Associates in triggering Section 2, paragraph, e of the Articles of Association, prepare and submit a revenue and expense report quarterly to the National Office.
- Mr. H. Oquendo, Jr. made the motion.
- Ms. M. Sierra seconded.
- A discussion followed regarding the requirement proposed and the basis for the requirement as stated in the Articles of Association.
- Ms. M. Rivera asked Board Members to vote on the motion that has been presented at the table.
- The motion was approved by unanimous vote.
- Mr. R. Blackburn indicated that he would send a notice to the Associates indicating the approval of the motion by the National Board of Directors.
- Mr. H. Oquendo, Jr. asked about the status of 'Amigos de ASPIRA of Delaware'.
- Mr. R. Blackburn indicated that they are still organizing.

The National Board of Directors reconvened at 12:20 p.m.

6.0 Report of Student Affairs Committee

- No report was presented.

7.0 Associate's Reports

- The Associates' Reports were received and entered into the record.

8.0 President's Report

- The President's Reports were received and entered into the record.

9.0 Chairperson's Report

- Members had a discussion regarding the nomination and election of At-Large Members.
- Mr. R. Blackburn indicated that there are currently four vacancies.

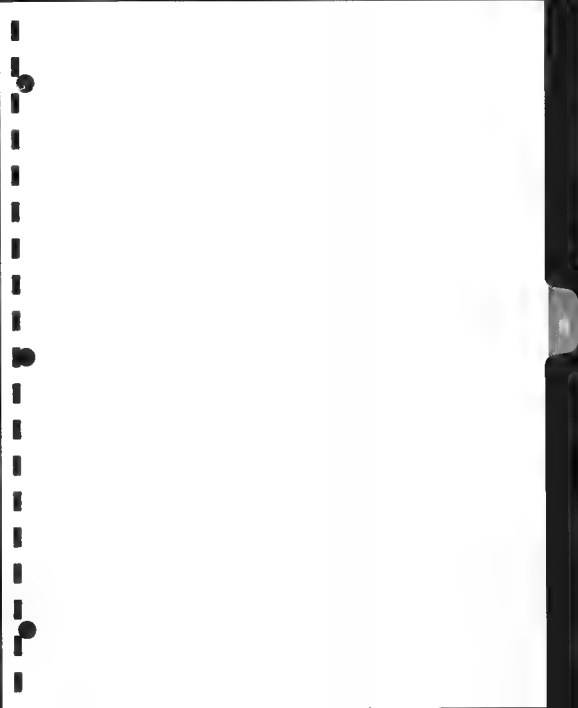
10.0 Adjourn

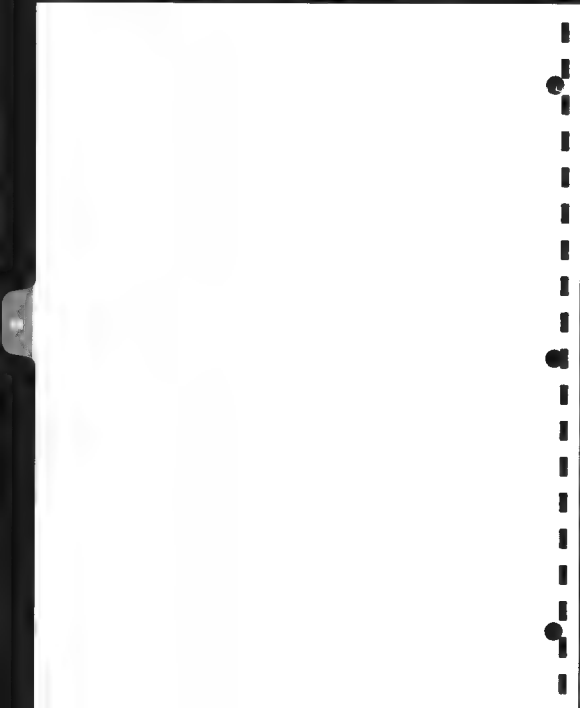
- Ms. M. Sierra presented a motion to adjourn.
- Mr. B. Torres seconded the motion.
- The motion was approved by unanimous vote.

D I S C L A I M E R

This is to certify that the attached description of the ASPIRA National Board of Directors Meeting was held as herein appears, is a true and accurate record of the meeting. The final transcript after editing, redacting and revision as produced and made available to Board Members is not necessarily a verbatim transcript of all proceedings and presentations, although reasonable efforts have been made to ensure the accuracy of the content provided.

Javiola Donato-Galindo
Transcriber







An investment in Latino Youth

ASPIRA ASSOCIATION INC.
REVENUES AND EXPENSES REPORT
FOR JULY 2004 THROUGH JUNE 2005
(UNAUDITED)



	Modified Accrual Year to Date Actual	Approved Annual Budget	Budget Balance	% of Budget Remaining
Support & Revenue				
Contributions and grants	1,012,304	1,191,622	\$ 179,318	15%
Federal Grants	236,111	301,694	\$ 65,583	22%
Interest Income	5,324	5,000	\$ (324)	-8%
Misc. Income, G. Operating	187,508	288,090	\$ 90,582	31%
Total	1,451,247	1,786,406	335,159	19%
EXPENSES				
Salaries	561,896	572,636	10,740	2%
Fringe	117,998	120,254	2,256	2%
Bank Charges	222	500	278	56%
Board Expenses	16,398	20,000	3,602	18%
Consultants/Temporary Help	195,631	209,300	13,669	7%
Legal Fees	0	500	500	100%
Audit Fees	18,656	11,000	(7,656)	70%
Equipment Purchase and Maint	18,157	26,239	8,082	31%
Insurance	7,634	7,500	(134)	2%
Office Supplies	4,612	5,664	1,052	19%
Program Supplies	2,965	18,836	15,871	84%
Postage/Delivery	3,045	4,020	975	24%
Printing	6,509	14,800	8,091	55%
Rent	154,529	160,000	5,471	3%
Seminars/Meetings/Subscrip.	178,538	183,389	4,851	3%
Stipends	0	500	500	100%
Telephone	25,417	7,725	(17,692)	-229%
Travel/Edgdn & Per Diem	32,230	35,541	3,311	9%
Interest Expense	3,643	3,000	(643)	-21%
Special Events G O	10,359	45,000	34,641	77%
Reserve	8,000	4,352	(3,648)	-84%
Total Expenses	1,366,438	1,450,556	84,118	6%
Transfers	79,105	335,850	256,745	76%
TOTAL	1,445,543	1,786,406	340,663	19%
REVENUES (UNDER) EXPENSES	5,704			

ASPIRA ASSOCIATION, INC.
READER'S DIGEST ENDOWMENT FUND

6/30/2005

DATE	TOTAL VALUE	DATE	TOTAL VALUE	DATE	TOTAL VALUE
NOV 30, 1990	455,565	AUGUST 30, 1994	648,534	MAY 31, 1998	1,116,819
DEC 31, 1990	45,476	SEPTEMBER 3, 1994	639,507	JUNE 30, 1998	1,094,915
JAN 31, 1991	468,030	OCTOBER 31, 1994	645,002	JULY 3, 1998	1,077,850
FEB 24, 1991	495,114	NOVEMBER 30, 1994	640,230	AUGUST 31, 1998	966,633
MARCH 31, 1991	505,342	DECEMBER 3, 1994	638,550	SEPTEMBER 30, 1998	1,014,682
APRIL 30, 1991	505,351	JANUARY 31, 1995	649,204	OCTOBER 3, 1998	1,065,533
MAY 3, 1991	527,706	FEBRUARY 28, 1995	672,382	NOVEMBER 30, 1998	1,095,777
JUNE 30, 1991	513,772	MARCH 3, 1995	686,711	DECEMBER 30, 1998	1,127,810
JULY 3, 1991	528,147	APRIL 30, 1995	698,857	JANUARY 30, 1999	1,134,317
AUGUST 31, 1991	543,986	MAY 31, 1995	722,916	FEBRUARY 28, 1999	1,116,252
SEPTEMBER 30, 1991	570,444	JUNE 30, 1995	733,031	MARCH 29, 1999	1,151,028
OCTOBER 3, 1991	576,295	JULY 30, 1995	743,837	APRIL 30, 1999	1,189,493
NOVEMBER 30, 1991	531,157	AUGUST 30, 1995	761,640	MAY 28, 1999	1,163,475
DECEMBER 31, 1991	573,762	SEPTEMBER 30, 1995	779,921	JUNE 30, 1999	87,692
JANUARY 3, 1992	566,260	OCTOBER 31, 1995	781,118	JULY 30, 1999	51,828
FEBRUARY 29, 1992	573,372	NOVEMBER 30, 1995	731,089	AUGUST 31, 1999	1,177,816
MARCH 31, 1992	566,737	DECEMBER 3, 1995	738,569	SEPTEMBER 30, 1999	1,207,77
APRIL 30, 1992	571,640	JANUARY 31, 1996	755,717	OCTOBER 30, 1999	1,171,282
MAY 3, 1992	571,925	FEBRUARY 29, 1996	762,947	NOVEMBER 1999	1,178,297
JUNE 30, 1992	571,769	MARCH 31, 1996	769,234	DECEMBER 31, 1999	1,159,046
JULY 31, 1992	590,229	APRIL 30, 1996	772,839	JANUARY 3, 2000	1,123,974
AUGUST 31, 1992	589,591	MAY 31, 1996	781,757	FEBRUARY 29, 2000	1,090,872
SEPTEMBER 30, 1992	597,001	JUNE 30, 1996	783,020	MARCH 31, 2000	1,163,428
OCTOBER 31, 1992	597,946	JULY 31, 1996	758,563	APRIL 31, 2000	1,146,576
NOVEMBER 30, 1992	607,858	AUGUST 31, 1996	778,534	MAY 31, 2000	157,263
DECEMBER 31, 1992	613,352	SEPTEMBER 30, 1996	817,312	JUNE 30, 2000	1,167,981
JANUARY 31, 1993	615,988	OCTOBER 31, 1996	827,699	JULY 31, 2000	1,167,528
FEBRUARY 28, 1993	618,670	NOVEMBER 30, 1996	866,190	AUGUST 31, 2000	1,197,927
MARCH 31, 1993	625,303	DECEMBER 31, 1996	857,254	SEPTEMBER 30, 2000	1,188,77
APRIL 30, 1993	616,431	JANUARY 3, 1997	885,290	OCTOBER 3, 2000	1,015,021
MAY 31, 1993	625,803	FEBRUARY 28, 1997	888,336	NOVEMBER 30, 2000	1,036,365
JUNE 30, 1993	626,796	MARCH 31, 1997	862,403	DECEMBER 31, 2000	1,057,166
JULY 31, 1993	620,641	APRIL 30, 1997	891,218	JANUARY 3, 2001	1,245,594
AUGUST 3, 1993	642,802	MAY 31, 1997	931,036	FEBRUARY 27, 2001	1,200,018
SEPTEMBER 30, 1993	641,347	JUNE 30, 1997	953,598	MARCH 31, 2001	1,165,334
OCTOBER 31, 1993	643,791	JULY 31, 1997	1,004,058	APRIL 30, 2001	1,193,233
NOVEMBER 30, 1993	631,700	AUGUST 31, 1997	963,731	MAY 31, 2001	1,197,340
DECEMBER 3, 1993	644,911	SEPTEMBER 30, 1997	990,111	JUNE 2001	1,175,880
JANUARY 31, 1994	652,933	OCTOBER 3, 1997	973,050	JULY 2001	997,057
FEBRUARY 28, 1994	646,942	NOVEMBER 30, 1997	999,048	AUGUST 2001	999,536
MARCH 31, 1994	624,848	DECEMBER 31, 1997	1,015,497	September 2001	918,889
APRIL 30, 1994	624,772	JANUARY 31, 1998	1,22,921	October 2001	914,034
MAY 3, 1994	630,471	FEBRUARY 28, 1998	1,083,493	November 2001	952,257
JUNE 30, 1994	619,830	MARCH 31, 1998	1,199,800	December 2001	956,377
JULY 31, 1994	629,523	APRIL 30, 1998	1,055,946	January 2002	923,511
				February 2002	908,273
				March 2002	942,795
				April 2002	904,740
				May 2002	888,365
				June 2002	845,671

ASPIRA ASSOCIATION, INC.
READER'S DIGEST ENDOWMENT FUND

Page 2

JULY 2002**	907,222
AUGUST 2002**	915,529
SEPTEMBER 2002**	856,511
OCTOBER 2002**	889,680
NOVEMBER 2002**	926,767
DECEMBER 2002**	896,477
JUNE 2003**	917,418
JULY 2003	920,028
AUGUST 2003	934,264
SEPTEMBER 2003**	935,045
OCTOBER 2003	967,806
NOVEMBER 2003	977,702
DECEMBER 2003**	1,009,928
JANUARY 2004**	1,022,602
FEBRUARY 2004**	1,038,067
MARCH 2004**	1,027,726
APRIL 2004**	1,010,869
MAY 2004**	1,014,165
JUNE 2004**	1,028,812
JULY 2004**	1,001,252
AUGUST 2004	990,250
SEPTEMBER 2004**	1,002,125
OCTOBER 2004	1,011,330
NOVEMBER 2004	1,044,504
DECEMBER 2004**	1,065,936
JANUARY 2005**	1,042,656
FEBRUARY 2005**	1,063,631
MARCH 2005**	1,047,973
APRIL 2005**	973,070
MAY 2005**	993,928
JUNE 2005**	1,002,150

** Includes \$57,972 % Margin on Line of Credit as of June 2005
Total Current Value (06/2005) = \$ 1,002,150.45

GELMAN, ROSENBERG & FREEDMAN

CERTIFIED PUBLIC ACCOUNTANTS AND CONSULTANTS

June 14, 2005

Mr. Ronald Blackburn-Moreno
President
ASPIRA Association, Inc. National Office
1444 I Street, N.W.
Suite 800
Washington, D.C. 20005

Dear Mr. Blackburn-Moreno:

We are pleased to confirm our understanding of the services we are to provide for the ASPIRA Association, Inc. National Office for the year ended June 30, 2005.

We will audit the statement of financial position of the ASPIRA Association, Inc. National Office as of June 30, 2005 and the related statements of activities and change in net assets and cash flows for the year then ended.

The objective of our audit is the expression of an opinion about whether your financial statements are fairly presented, in all material respects, in conformity with accounting principles generally accepted in the United States of America. Our audit will be conducted in accordance with auditing standards generally accepted in the United States of America and will include tests of your accounting records and other procedures we consider necessary to enable us to express such an opinion. If our opinion is other than unqualified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed an opinion, we may decline to express an opinion or to issue a report as a result of this engagement.

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts, tests of the physical existence of inventories, and direct confirmation of receivables and certain other assets and liabilities by correspondence with selected funding sources, creditors, and financial institutions. At the conclusion of our audit, we will require certain written representations from you about the financial statements and related matters.

4550 Montgomery Avenue • Suite 650 North • Bethesda, Maryland 20814
(301) 951-9090 • Fax: (301) 951-3570 • www.gricpa.com

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Member of the American Institute of Certified Public Accountants Private Companies Practice Section

An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements, therefore, our audit will involve judgment about the number of transactions to be examined and the areas to be tested. Also, we will plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement, whether from errors, fraudulent financial reporting, misappropriation of assets or violations of laws or governmental regulations that are attributable to the organization or to acts by management or employees acting on behalf of the organization. Because an audit is designed to provide reasonable, but not absolute, assurance and because we will not perform a detailed examination of all transactions, there is a risk that misstatements may exist and not be detected by us. In addition, an audit is not designed to detect immaterial misstatements or violations of laws or governmental regulations that do not have a direct effect on the financial statements. Our responsibility as auditors is limited to the period covered by our audit and does not extend to any later periods for which we are not engaged as auditors.

Our audit will include obtaining an understanding of internal control sufficient to plan the audit and to determine the nature, timing, and extent of audit procedures to be performed. An audit is not designed to provide assurance on internal control or to identify reportable conditions, that is, significant deficiencies in the design or operation of internal control. However, during the audit, if we become aware of such reportable conditions, we will communicate them to you.

You are responsible for making all financial records and related information available to us and for the accuracy and completeness of that information. We will advise you about appropriate accounting principles and their application and will assist in the preparation of your financial statements, but the responsibility for the financial statements remains with you. This responsibility includes the establishment and maintenance of adequate records and effective internal controls over financial reporting, the selection and application of accounting principles, and the safeguarding of assets. You are responsible for adjusting the financial statements to correct material misstatements and for confirming to us in the management representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate to the financial statements taken as a whole. You are also responsible for identifying and ensuring the Organization complies with applicable laws and regulations.

You are also responsible to notify us in advance of your intent to print our report, in whole or in part, and to give us the opportunity to review any printed material containing our report before its issuance. With regard to the electronic dissemination of audited financial statements, including financial statements published electronically on your internet website, you understand that electronic sites are a means to distribute information and, therefore, we are not required to read the information contained in these sites or to consider the consistency of other information in the electronic site with the original document.

We understand that your staff will prepare all cash, accounts receivable, and other confirmations we request and will locate any documents selected by us for testing.

As part of our engagement, we will also prepare the federal and state information returns for the year ended June 30, 2005.

Our fees are estimated using our standard hourly rates, less a 15% discount. We will bill you only for the time expended, plus out-of-pocket costs such as travel, report production, typing, postage, etc. We estimate the cost to complete the engagement for the year ended June 30, 2005 to be \$17,000, plus out-of-pocket expenses. Our fee is based on anticipated cooperation from your personnel and the assumptions that all information required to be prepared by you has been done so prior to the starting our fieldwork and that unexpected circumstances will not be encountered during the audit. If significant additional time is necessary, we will discuss it with you and arrive at a new fee estimate before we incur the additional costs. Our invoices for these fees will be rendered each month as work progresses and are payable on presentation. In accordance with our firm policies, interest of 1 1/2% per month will be charged on amounts that are more than 30 days past due.

We appreciate the opportunity to be of service to you and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign the enclosed copy and return it to us.

Sincerely,

GELMAN, ROSENBERG & FREEDMAN



Terri Marrs McKnight
Certified Public Accountant

RESPONSE:

This letter correctly sets forth the understanding of the ASPIRA Association, Inc. National Office.

Officer Signature _____

Title _____

Date _____

PROPOSAL

Prepared for

ASPIRA ASSOCIATION, INC

Submitted by: NikoPat & Associates, CPA



The CPA Never Underestimate The Value®

NikoPat & Associates

Certified Public Accountants and Consultants

2670 Craun Hwy, Suite 206
Waldorf MD 20601

Tel 301-870-4466

Fax 301-870-4461

E-Mail Nikopat@Nikopatcpa.com

Ronald Blackburn-Moreno
President
The ASPIRA Association, Inc; National Office
1444 I Street, Suite 800
Washington, DC 20005

Dear Mr. Blackburn-Moreno

Thank you for the opportunity to present our firm for consideration in the selection of auditors for The ASPIRA Association, Inc. This letter describes the professional services that NikoPat & Associates, CPA, can offer to meet your needs.

NikoPat & Associates, CPA was organized in 1999 and continues to experience substantial growth. We have grown into a reputable regional firm, especially in the nonprofit industry. We offer The ASPIRA Association, Inc. the best of two worlds: the experience and expertise of a regional firm, combined with the attention and focus of a dedicated local firm. We are truly large enough to meet your needs, yet small enough to deliver the responsiveness services you expect. Nonprofit is one of two major industry focuses for us.

There are two significant reasons why we believe we are distinct from other firms that want to serve The ASPIRA Association, Inc.

- 1 We are a leader in Washington, DC in providing audit, tax and business advice to the nonprofit industry
- 2 We offer a broad-based management consulting practice composed of highly experience nonprofit management professionals to supplement our audit. They are ready to assist The ASPIRA Association, Inc. in virtually any management, operations, or financial area

Representative Clients

Some of nonprofit include the following

Neighborhood Reinvestment Corporation
Consolidated Family Services, Inc
Comfort Homes, Inc
Visiting Angels, Inc.
Fograce Health Care, Inc

Our Service Team

Mike Onianwah, CPA, audit partner, assisted by Emmanuel Aninye, CPA audit senior manager, will be responsible for all services provided to The ASPIRA Association, Inc. Mike Onianwah, CPA is our managing partner, and serves as a member of our firm's Management Committee and director of our nonprofit industry Specialty Group. Mike would ensure that our resources are coordinated efficiently to provide value and support to The ASPIRA Association, Inc. in achieving its business objectives.

Tax and Management Consulting Services

We have found from experience that audit services are only a fraction of the services required by nonprofit organizations. For some of our clients, we function as the primary

management and fiscal advisor to the executive director, board of directors, and controllers. We are available at all times to offer advice on any fiscal and management matter in which you need assistance.

As part of our engagement, we would prepare federal and state information return and other registration reports as required for that year.

Audit Scope and Objectives

We would audit the balance sheet of The ASPIRA Association, Inc. as of June 30, 2005 and the related statements of activity and cash flows for the year then ended. Our audit will be conducted in accordance with generally accepted auditing standards. The financial statements are solely the representation and responsibility of association management. Our responsibility is to express an opinion on them based on our audits.

If we become aware of any errors, irregularities, illegal acts, or certain matters involving deficiencies in the internal control structure and its operation that we consider to be reportable conditions under the standards established by the AICPA, we will communicate them to you. At the conclusion of each year's audit, we will submit to the association's Board of Directors a report containing our opinion on the financial statements. If, for any reason, we are unable to render an unqualified opinion on the financial statements, we will discuss this with you in advance.

If we are selected, we anticipate holding a planning meeting that will include representatives of your Board and management. This meeting will be at our expense and is part of our investment in a long-term relationship. At our meeting, we will discuss and schedule our preliminary audit field work and discuss expectations. After the completion of the year-end fieldwork, we will hold an exit conference with you to discuss management letter points and any other audit issues. Finally, we will present the audit report and management letter to the Board of Directors. This will give the Board an opportunity to discuss any questions or concerns regarding the association and its

operations. Our experience has shown that this enables the Board to better understand the fiscal operation of the organization.

Estimated Fees

Our fees are based on the time spent on the engagement and the standard hourly billing rates of the individuals assigned. Our fees for this engagement are based on the following hourly rates

Engagement Partner	25 hrs @ \$125	\$3,125
Senior Manager	35 hrs @ \$100	\$3,500
Staff Auditor	35 hr @ \$50	\$1,750

Total Audit Fee	\$8,375
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Preparation of Federal Form 990	\$ 600
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Total Fee	<u>\$8,975</u>
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Although we have strong credentials in the nonprofit industry, our firm is smaller than the other firms you have asked to propose, and our overhead rates are lower. We pass those savings along to our clients like The ASPIRA Association, Inc. This is can be an important factor in your decision. Our goal is to help you contain your costs. With N.koPat & Associates, CPA, you get industry prominence at a reasonable rate. We will not exceed our estimate fees unless unusual circumstances occur. We will provide you with a full accounting of time and billing charges on an interim basis at your request.

Summary

We believe the foregoing meets the requirements of your Request for Proposal, but if you have any question, please let us know. We would be pleased to discuss this proposal with

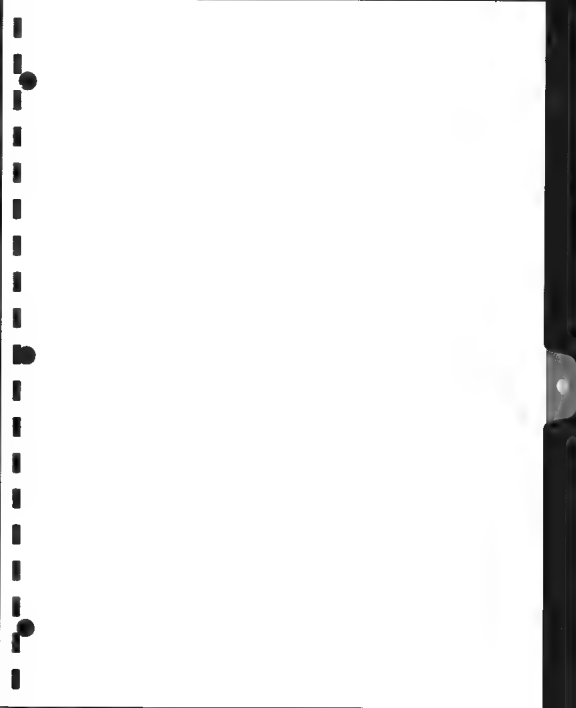
you at any time. Thank you again for the opportunity to propose. We look forward to working with you and the personnel at The ASPIRA Association, Inc.

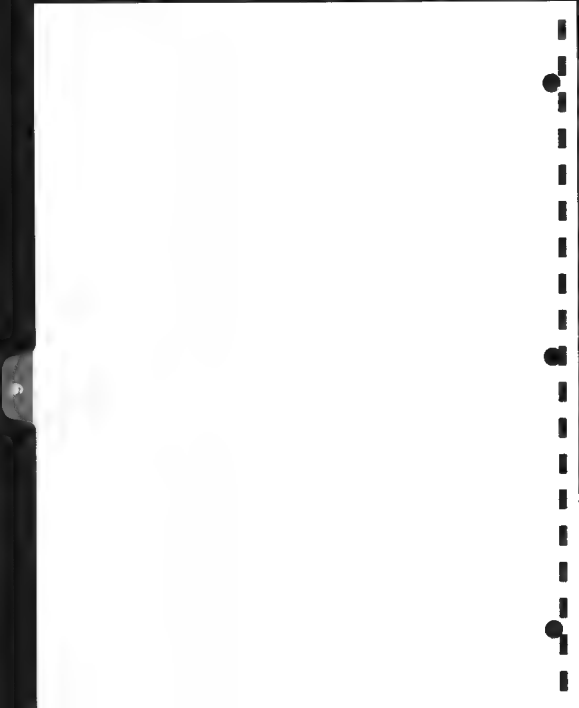
Sincerely,

A handwritten signature in black ink, appearing to read "Mike Onianwah". The signature is fluid and cursive, with a large initial "M" and a long, sweeping underline.

Mike Onianwah, CPA

Managing Partner







Articles of Association

Proposed Amendments
Approved August 2005

Approved by the ASPIRA Association, Inc. National Board of Directors
January 26, 1992
Amended July 30, 1992, August 1997 and August 1999

ARTICLES OF ASSOCIATION

PREAMBLE

This agreement, hereinafter the Articles of Association between The ASPIRA Association, Inc and ASPIRA governs the relationship among the ASPIRA Associates/Affiliates and binds the ASPIRA Associate to the national association called the ASPIRA Association, Inc

In consideration for the mutual covenants contained herein and for other good and valuable consideration, the parties hereby agree as follows

ARTICLE I

Purpose of the ASPIRA Association

Section 1 Purpose The ASPIRA Association serves to promote the welfare and development of Puerto Ricans in the United States and Puerto Rico. A principal aim is to foster, develop and expand at the national and local levels the educational and creative opportunities and capabilities of Puerto Ricans by establishing through technical assistance, research, advocacy and direct service programs the means necessary to motivate and orient Puerto Ricans to enter or continue their education in the professions, the arts, and the technical fields so that they may offer their training skills and dedication to the betterment of Puerto Ricans. The ASPIRA Associates/Affiliates are committed to identifying the needs and redressing the problems of Puerto Ricans, and has as one of its foremost aims alleviating, through the development of leadership, the condition of Puerto Ricans who are socially and economically disadvantaged. The ASPIRA

Association may serve other Latinos and minorities and pledges to cooperate with other organizations, agencies, or movements having similar purposes and needs

No services will be denied to any student on the basis of age, color, creed, national origin, race, sex, sexual orientation, or individuals with disabilities

Section 2 The ASPIRA Process To achieve the purpose stated above, ASPIRA has developed through the years a comprehensive model, known as the ASPIRA Process, which has been key to ASPIRA's effectiveness in developing Puerto Rican and Latino leadership and at increasing the pool of college eligible students. The ASPIRA Process consists of a network of services and activities that foster aspirations, self-confidence, the ability and determination to pursue higher education, and a lasting commitment to help others in the community. The ASPIRA Process involves three concepts: awareness, analysis and action. Awareness is the process through which youth become more conscious of their cultural, racial and ethnic background and history. Analysis is the process, both personal and collective, through which youth learn more about themselves, about other cultures, and about the surrounding world. Action is the process of putting the knowledge and skills acquired to use for the benefit of the community, of realizing one's role as a catalyst for social change.

At the core of the ASPIRA Process is a youth-run leadership club structure. Clubs are usually initiated by an ASPIRA staff who recruits students through the schools. The ASPIRA staff helps facilitate the club until a student leader is elected from within the group and then serves as a resource person to the student led club. Through the clubs, youth learn and practice parliamentary procedures, exercise their democratic rights and responsibilities through election processes, and strengthen skills such as public speaking, debating, problem solving and conflict resolution.

Through facilitated discussions, the youth study the history of their communities, explore issues that have affected their community throughout its history and at present, deepen their awareness and understanding of their cultural heritage, and celebrate the contributions and achievements of Puerto Ricans and Latinos through the years. The clubs provide the support systems that are often lacking outside the school environment. Field trips, presentations by invited guests, and close interaction with staff, volunteers and mentors expose the youth to successful role models, motivate youth to achieve and increase youth awareness of their role within the society that surrounds them.

Youth leadership development activities through the clubs are complemented by local and national programs that promote academic achievement and career development. Through group activities and individual counseling, the youth receive guidance and assistance in their academic pursuits, career exploration and decision making, college information, and personal development.

The ASPIRA Process also involves parents in furthering the leadership and educational development of their children, by providing parents with techniques to foster a nurturing educational environment at home, by assisting parents in identifying existing community educational resources, and by guiding parents to a more active participation in the educational system.

The ASPIRA Process also incorporates research and advocacy as a means to increase institutional awareness to the challenges and opportunities that a growing population of Puerto Rican and Latino youth represent. ASPIRA's research provides the empirical and theoretical framework on which to base the continuous refinement of existing educational and leadership development programs, and the development of new programs that will better serve Puerto Rican and other Latino Youth.

ARTICLE II

Structure of the ASPIRA Association

Section 1A Associates The existing ASPIRA Associates in **Connecticut**, Florida, Illinois, New Jersey, New York, Pennsylvania, and Puerto Rico, together with any other Associates duly constituted pursuant to these Articles, shall compose the ASPIRA Association, provided that the Associate has executed Articles of Association with ASPIRA Association, Inc

Section 1B National Office The ASPIRA Association Inc shall have a National Office with duties and responsibilities described herein in Article III.

Section 1C Affiliates Any affiliate duly constituted, as set forth in Section 6, shall also be part of the ASPIRA Association, provided that the Affiliate has executed Terms of Affiliation with ASPIRA Association, Inc

Section 2 Names and Logo **Except as provided in Section 6,** Each ASPIRA Associate **or Affiliate** currently incorporated will be allowed to continue using the name as it appears in its Incorporation documents. However, any Affiliate or Associate hereinafter incorporated shall be known by the name of "ASPIRA of" followed by the name of the State over which it has program responsibilities, followed by "Inc." The Associate having program responsibility in Puerto Rico shall be known by the name "ASPIRA, Inc. de Puerto Rico." The ASPIRA Association shall be known by the name of "The ASPIRA Association, Inc." Each Associate shall indicate on its letterhead that it is "An Associate of the ASPIRA Association, Inc." The ASPIRA Association, Inc. letterhead shall include the common logo and the name of each ASPIRA Associate in alphabetical order.

There shall be one common logo, "El Pírrre," throughout the ASPIRA Association. The

name "ASPIRA" and the "Piturre" logo are Service Marks of the ASPIRA Association, Inc., which have been duly registered with the U.S. Patent and Trademark Office. The ASPIRA Association, Inc. hereby authorizes its Associates **and Affiliates**, pursuant to the terms and conditions of this agreement to use its registered trademarks, as well as any other marks owned by the corporation, so long as, the terms herein are met. The name ASPIRA and the Piturre logo, as well as, any other mark designated in writing by the ASPIRA Association, shall always be accompanied by the letter R in a circle, to indicate their registration with the U.S. Patent and Trademark Office. The ASPIRA Association reserves the right to require in its discretion the use of the letters SM or TM¹ with any unregistered marks in which it claims a property interest.

Section 3 Incorporation Each ASPIRA Associate **or Affiliate** must incorporate within the State over which it has program responsibilities, except for the ASPIRA Associate having program responsibility over Puerto Rico which shall incorporate in Puerto Rico. Each ASPIRA Associate **or Affiliate** shall be incorporated in conformity with the laws of the place of incorporation. The ASPIRA Association Inc. is incorporated in the State of New York. Its national office is located in the District of Columbia.

Section 4 By Laws The By Laws of each ASPIRA Associate **or Affiliate** shall reflect both a common purpose and the individual needs of the ASPIRA Associate **or Affiliate**. All ASPIRA Associates **or Affiliate** shall have By-Laws consistent with the By laws of the ASPIRA Association, Inc. and the laws of the place of their incorporation. Amendments to the By-Laws of

¹ When a mark has not been registered in the U.S. Patent and Trademark office, the symbols TM and SM may be used by the owner of a mark to indicate a claim of ownership in the mark.

the ASPIRA Associate or Affiliate shall be promptly submitted to the National Board of Directors and shall be consistent with the By-laws of the ASPIRA Association, Inc. The National Board of Directors will determine at its sole discretion whether any local By laws or amendments thereto are consistent with the By laws of the ASPIRA Association, Inc. The local By-Laws do not need to be identical to the National By Laws, however, the local By-Laws must remain consistent with the purposes and intent set forth in the National By-Laws. If such By laws are found to be inconsistent, the National Board will notify the respective local board of directors of any inconsistency. Such inconsistency shall be amended by the local board within one hundred and eighty (180) days of such notice. If said inconsistency is not cured within this specified period, absent affirmative action by the National Board of Directors to the contrary, expulsion proceedings against the Associate will be commenced. At the discretion of the Associate it may submit proposed amendments to the National Board. The National Board will, within ninety (90) days of receipt of the proposed amendment render an opinion regarding whether the amendment is consistent with the ASPIRA Association, Inc. By-laws. If the National Board amends the By laws of the ASPIRA Association, Inc. it shall provide notice to the Associates of the amendment and allow the Associates or Affiliate a reasonable time to make appropriate amendments to the By laws.

Section 5 National Board of Directors The property, business, and affairs of the ASPIRA Association, Inc. shall be managed and controlled by a Board of Directors known as the National Board of Directors. The National Board of Directors may adopt such By-Laws, Rules and Regulations for conducting the business and affairs of the ASPIRA Association, Inc. as it deems proper. It shall also have responsibility for chartering new ASPIRA Affiliates as described in Section 6 below. Pursuant to the National By Laws and subject to amendment thereto each

ASPIRA Associate shall be entitled to be represented by two Directors on the National Board of Directors, unless the Chairperson of the ASPIRA Associate has been removed from the National Board of Directors for cause, in which event that ASPIRA Associate will be represented by one Director on the National Board of Directors. The National Board of Directors may, by a majority vote of its members, include representation, with or without vote, of an ASPIRA Affiliate, as described in Section 6, on the National Board of Directors. In the event the National Board of Directors votes to include representation from an Affiliate, the Chairperson of the Board of Directors of the Affiliate and a student who meets the qualifications set forth for student representatives above, would become directors of the National Board of Directors. **In the case of Affiliates that are not eligible to become Associates, as described in Section 6, the National Board of Directors may, by a majority vote, include representation, with or without vote, of such an Affiliate on the National Board of Directors.** The directors on the National Board of Directors shall consist of the Chairperson of the ASPIRA Associate, except as set forth above, and a representative who is a student between the ages of sixteen (16) and twenty-five (25) (or between the ages of twenty one (21) and twenty eight (28) years of age in those states and Puerto Rico where legal age of majority is 21 though this student must be a member of the Associate/Affiliate Board of Directors and has received or is receiving ASPIRA services), who are duly qualified to serve as and are members of the ASPIRA Associate's Board of Directors. **In the event the National Board of Directors includes representation of an Affiliate not eligible to become an Associate, as described in Section 6, the Affiliate will be represented only by the Chair of the Board of the Affiliate.** In addition to the directors chosen in accordance with the above, the National Board will have seven At-Large directors. Three At-Large Directors will be chosen under

the circumstance enumerated below in this Section, being the Chairperson of the National Board of Directors as described below in this section, the Immediate Past Chairperson of the National Board, and the Immediate Past Chairperson of the Student Affairs Committee. Four At-Large Directors will be elected by a majority vote of the National Board of Directors at the regular annual meeting of the National Board of Directors. The four elected At Large directors shall have fixed terms of 2 years and can be reelected for one additional, fixed, consecutive two-year term, except when filling a vacant At-Large position. The elected At Large Directors shall be selected by a majority vote of the National Directors elected by the Associates prior to the selection of officers of the National Board. The terms of the elected At-Large Directors will be staggered. No more than two elected At-Large directors will be elected in any year. There shall not be more than two of the seven At Large members from any geographical area served by any Associate. At Large Directors shall not be members of any Associate or Affiliate ASPIRA Board of Directors during the time they are serving as Directors of the ASPIRA Association, Inc.

In the event the Chairperson of the National Board is chosen from the representative of any Associate, he/she shall resign that position as representative of his/her Associate on the National Board and shall occupy the position of the one year At Large Director. Under those circumstances, his/her Associate shall be entitled to elect another representative to the National Board.

Further, in the event the Chairperson of the National Board is not a representative of any Associate, the one year At Large Director shall be elected by the National Board as described below. Furthermore, in the event the Chairperson of the Board of the ASPIRA Association during the twelve months following the end of his/her term as said Chairperson, does not otherwise remain a member of the ASPIRA National Board of Directors, he/she shall remain a member of the

Board of the ASPIRA Association for another twelve months as an additional At Large Director unless he/she was terminated for cause from his/her position as Chairperson of the ASPIRA Association. The former Chairperson shall assume the position as additional At-Large Directors without further vote by the National Board of Directors

Section 6 ASPIRA Affiliates and Affiliation Procedures: ASPIRA recognizes two types of affiliates:

1. Organizations that have been authorized by the National Board of Directors to operate under the name of ASPIRA in states other than those of the Associates, that adhere to the mission, and deliver ASPIRA programs, including ASPIRA clubs. There are organizations that require time for self-development, accommodation and proper implementation of the ASPIRA Process and ASPIRA programs before being admitted as a full ASPIRA Associate.
2. Organizations that have been authorized by the National Board of Directors to operate under the name of ASPIRA or any variation thereof, that adhere to the mission of ASPIRA, but that do not operate ASPIRA programs, nor engage in activities engaged in by the Associates. These are organizations that implement programs and activities that support ASPIRA's efforts. As such, these are organizations that are not eligible to become ASPIRA Associates. Examples of these are national ASPIRA alumni associations, national scholarship funds, and credit unions. These organizations may incorporate and operate in any state, but must

engage solely in activities that benefit all the ASPIRA Associates. These organizations may be in any state of development.

An ASPIRA Affiliate may or may not be incorporated in the state in which it operates. In either case, upon being authorized to become an ASPIRA Affiliate, it will incorporate, or change its incorporation, to that of "ASPIRA of" followed by the state in which it operates, except that in the case of Affiliates not eligible to become Associates, the National Board may authorize that they incorporate with a variation of the name ASPIRA.

Upon acceptance by the National Board of Directors of an application to become an Affiliate of the ASPIRA Association, Inc., a limited legal relationship will be entered into by the ASPIRA National Board of Directors and the new Affiliate. The contractual agreement known as Terms of Affiliation will define the procedures and methods for the effective establishment of an Affiliate. In signing Terms of Affiliation, the National Board of Directors authorizes the new local Board of Directors to use the name "ASPIRA" and the "Pillar" logo in its organizational activities and programs, and in printed materials and publications; grants the new local board the power to incorporate itself as an Affiliate of the ASPIRA Association, Inc., or, in the case of Affiliates that are developing to become Associates, transfers to the local board any existing incorporation under the name "ASPIRA" in that state, and grants the new local board of directors the power to draft By Laws, Rules and Regulations pursuant to the By Laws, [and] Rules and Regulations of the ASPIRA Association, Inc. In the case of Affiliates that are not eligible to become Associates, it authorizes the Affiliate to draft By-Laws, Rules and Regulations that are not inconsistent with the By-Laws, [and] Rules and Regulations of the ASPIRA Association, Inc. To provide a period of accommodation self-development and the proper implementation of the ASPIRA

Process for those Affiliates that are proposed and eligible to become Associates, the status of affiliation shall be maintained for a period of no less than two (2) and no more than five (5) years. This period may be lengthened or shortened by the National Board. At the culmination of this five year period or any extensions or reductions thereto, the Affiliate will be considered for status as an ASPIRA Associate.

The name "ASPIRA" and the "Piture" logo are Service Marks of the ASPIRA Association, Inc., which have been duly registered with the U.S. Patent and Trademark Office. The ASPIRA Association, Inc. will authorize its Affiliates pursuant to the terms and conditions of the Terms of Affiliation to use its registered trademarks, as well as any other marks owned by the corporation, so long as, the terms therein are met. The name ASPIRA and the Piture logo, as well as, any other mark designated in writing by the ASPIRA Association, shall always be accompanied by the letter R in a circle, to indicate their registration with the U.S. Patent and Trademark Office. The ASPIRA Association reserves the right to require in its discretion the use of the letters SM or TM with any unregistered marks in which it claims a property interest.

Section 7 Executive Decisions The Associates **and Affiliates** hereby agree to abide by any requests or requirements set forth by the National Board of Directors of which each member of the Associate's Board of Directors has received notice, unless the Associate's Board of Directors determines by a majority vote of all directors of said Associate that such request or requirement is unacceptable to the Associate and so notifies the National Board of Directors in writing within sixty days of such notice of the request or requirement.

Section 8 Notice Any notice, request, demand, consent, approval or other communication

to be provided to either the Associate or its Directors shall be given in writing and delivered in person, or sent certified mail, postage prepaid, courier service or facsimile transmission to the Associate's Executive Director and receipt by that individual will constitute receipt by each member of the Associate's Board of Directors.

Any notice, request, demand, consent, approval or other communication to be provided to the National Board of Directors shall be given in writing and delivered in person, or sent certified mail, postage prepaid, courier service or facsimile transmission to the National Executive Director and receipt by that individual will constitute receipt by each member of the National Board of Directors.

ARTICLE III

Functions and Areas of Responsibilities of the National Office of the ASPIRA Association, Inc and the ASPIRA Associates

Section 1 Function and Areas of Responsibilities of the National Office of the ASPIRA Association, Inc The National Office shall function in the following major areas

a) Advocacy Espousing points of view and maintaining a national voice concerning issues, problems, and solutions which are national in both scope and effect and which relate to the purposes of the ASPIRA Association, Inc In espousing such views, the local concerns and interests of affected ASPIRA Associates shall be considered, and diversities respected

b) National Presence Enhancing the national visibility of the Association by disseminating ASPIRA's research and program accomplishments, and by participating in coalitions with other

national organizations working in areas of interest to ASPIRA

c) Fund Raising Soliciting funds from primarily national funding sources Prior to soliciting unrestricted funds from funding sources that provide both national and local funding, the ASPIRA Association's National Office and the ASPIRA Associates shall consult and collaborate as to the time, manner, and presentation of the funding request in order to maximize the amount of funds obtained, and to mutually benefit the ASPIRA Associates and the ASPIRA Association's National Office Information concerning funding shall be exchanged annually among Associates and the ASPIRA Association's National Office, including the designation of current and future funding sources by each Associate and the ASPIRA Association's National Office

d) National Programs Proposing, developing and fund raising for programs having a national purpose and of a national concern, in consultation with the ASPIRA Associates These national programs shall not include direct service programs to students which is a primary function of the ASPIRA Associates, unless agreed to by the respective Associate Implementation of national programs may result in formal subcontracting with the ASPIRA Associates

e) Financial Assistance Where appropriate, necessary, and feasible as determined by the National Board, the ASPIRA Association's National Office may financially assist an Associate, pursuant to Article XII, Intra-Association Financial Transactions, of the By Laws of the ASPIRA Association, Inc.

f) Research Identifying, investigating, studying, organizing, generating and disseminating information which will impact on issues, policies, and/or programs of national concern to the ASPIRA Association, and assist in the training, development and research capabilities of those communities served.

g) Coordination and Information Sharing Coordinating programmatic and organizational resources and furthering the exchange of information among Associates, through facilitated networking and training seminars, publications and a regular flow of information on issues of relevance to ASPIRA

h) Technical Assistance Providing assistance and training and serving as a resource to the ASPIRA Associates and to other people, organizations, agencies or movements in furtherance of the purposes of the ASPIRA Association, Inc., as needed and agreed upon or upon request. Said assistance includes facilitation of the ASPIRA Process in states where the Process is not already being implemented, and serving as a resource to established Associates in the implementation of the ASPIRA Process within their states

i) Reporting Progress reports shall be provided by the National Board to each Associate at each National Board of Directors meeting

Section 2. Functions and Areas of Responsibilities of the ASPIRA Associates. The ASPIRA Associates shall function to the fullest extent of their resources in the following areas

a) Advocacy Espousing points of view concerning issues, problems, and solutions which relate to the purposes of the ASPIRA Association

b) Local Programs Proposing, developing and funding programs having a local purpose and of local concern, in consultation with the ASPIRA Association's National Office. These programs shall include direct service programs to students, which is a primary function of the ASPIRA Associates

c) Fund Raising Soliciting funds from primarily local funding sources. Prior to soliciting funds from sources that provide both national and local funding, the ASPIRA Associate and the

ASPIRA Association's National Office shall consult and collaborate as to the time, manner, and presentation of the funding request and as to the distribution of funds in order to maximize the amount of funds obtained, and to mutually benefit the ASPIRA Associate and the ASPIRA Association's National Office. Information concerning funding shall be exchanged annually among Associates and the ASPIRA Association's National Office, including the designation of current and future funding sources by each Associate and the ASPIRA Association's National Office.

d) Research Identifying, investigating, studying, organizing, generating and disseminating information which will impact on issues, policies, and/or programs of local concern, and which will assist in the training, development and research capabilities of those communities served

e) Reporting Providing to the National Board a biannual report of programs, a yearly audited financial statement and other reports deemed necessary by the National Office to enable it to fulfill its functions and responsibilities

f) Technical Assistance Providing assistance and training, and serving as a resource to their members and to other people, organizations, agencies or movements in furtherance of the purposes of the ASPIRA Association.

g) Financial Assistance Where appropriate, necessary, and feasible as determined by any Associate, that particular Associate may financially assist the National Office or any other Associate, pursuant to Article XII, Intra Association Financial Transactions, of the By-Laws of the ASPIRA Association, Inc

ARTICLE IV

Staff

Section 1 The Board of Directors of each ASPIRA Associate and the National Board of Directors shall have the ultimate responsibility for the hiring of human resources necessary to fulfill the mission, goals and objectives of the organization. Each ASPIRA Associate shall have a chief executive officer, known as the Executive Director. The ASPIRA Association's National Office shall have a chief executive officer known as the President and Chief Executive Officer.

Section 2 The Board of Directors of each ASPIRA Associate shall have the sole responsibility for hiring, setting the terms and conditions of employment, and terminating its respective Executive Director. The National Board of Directors shall have the sole responsibility for hiring, setting the terms and conditions of employment, and terminating the President and Chief Executive Officer.

Section 3 The Executive Directors and the President and Chief Executive Officer shall have the obligation to cooperate with each other and to share information concerning technical assistance, research, programs, advocacy, fund raising, reporting, and administration and finances, in order to further the purpose of the ASPIRA Association.

ARTICLE

Activities of Associates, Affiliates and the National Office in Other States

Section 1 No Associate, Affiliate or the National Office will conduct activities in a state where another ASPIRA Associate or Affiliate is incorporated, including, but not limited to programs, program activities, fund-raising, meetings or conferences, without the express written consent of the Associate or Affiliate incorporated in that state.

ARTICLE V

Enforcement

Section 1 Expulsion These Articles of Association are enforceable by the National Board of Directors by expulsion.

An ASPIRA Associate may be expelled from the ASPIRA Association for violating these Articles of Association. The procedures to govern the expulsion of an ASPIRA Associate are as follows: the Board of Directors of the ASPIRA Association on the part of the ASPIRA Associate must prepare a report where the alleged violations of the Articles of Association on the part of the ASPIRA Associate are stated and supported by documentation. A hearing date shall be set where the ASPIRA Associate will have an opportunity to present a defense to the allegations presented by the National Board of Directors. A hearing date shall be set no later than 90 days from the date of notice. Thirty calendar days prior to the set hearing, the Associate must receive copies of the documents which delineate violations of the Articles of Association. A vote will be taken at the conclusion of the hearing, and the Associate will be removed only if two-thirds of the National Board of Directors vote for expulsion. Given two-thirds vote of all members of the National Board of Directors, the right of the former ASPIRA Associate to claim any relationship with the ASPIRA Association, the right to use the name "ASPIRA", the "El Pitirre" logo, a confusingly similar name, and/or any other registered mark or unregistered mark in which ASPIRA Association, Inc. claims a property right, and all financial and other support will cease forthwith. Upon expulsion the right of the ASPIRA Associate to be represented on the National Board of Directors will cease forthwith. The ASPIRA Associate agrees promptly upon expulsion to take all steps necessary to follow dissolution procedures as prescribed by their own state law and to return other materials bearing the

name and the likeness of "ASPIRA" and the ASPIRA logo, as well as any other registered marks or unregistered marks in which ASPIRA Association, Inc. claims a property right. The National Board of Directors reserves the right to designate or organize another entity to use the name "ASPIRA" and carry out the purpose of the ASPIRA Association in that state or geographic area. Upon the expulsion of an ASPIRA Associate, the ASPIRA Associate shall convey that real and personal property in its possession to which the ASPIRA Association, Inc. has right and title, according to the ASPIRA Associate governing state law.

Section 2 Disassociation. An ASPIRA Associate may terminate its association with the ASPIRA Association upon the presentation to the National Board of Directors of a duly certified resolution adopted by a two-thirds (2/3) vote of all members of the Board of Directors of the ASPIRA Associate. Adequate advance written notice that the Board of Directors of the ASPIRA Association intends to consider disassociation from the ASPIRA Association shall be given to all members of the Board of Directors, and to the members of the National Board of Directors. Upon the disassociation of an ASPIRA Associate, the right of the former Associate to claim any relationship with the ASPIRA Association, the right to use the name "ASPIRA", the "El Futuro" logo, a confusingly similar name, and/or any other registered mark or unregistered mark in which ASPIRA Association, Inc. claims a property right, and all financial and other support will cease forthwith. Upon disassociation the right of the Associate to be represented on the National Board of Directors will cease forthwith. The Associate agrees promptly upon disassociation to take all steps necessary to follow dissolution procedures as prescribed by their own state law and to return all other materials bearing the name and the likeness of "ASPIRA" and the ASPIRA logo, as well as any other registered marks or unregistered marks in which ASPIRA Association, Inc. claims a

property right. The National Board of Directors reserves the right to designate or organize another entity to use the name "ASPIRA" and carry out the purposes of the ASPIRA Association in that state or geographic area. Upon the disassociation of an ASPIRA Associate, the ASPIRA Associate shall convey that real and personal property in its possession to which the ASPIRA Association, Inc. has right and title, according to the ASPIRA Associate governing state law.

ARTICLE VI

Amendments

Section 1 Any amendments to these Articles of Association shall first require ratification by no less than a three quarters vote of those present at the National Board meeting, except that any amendment to Article V Section 1 and 2 shall require ratification by no less than a two-thirds (2/3) vote of all members of the National Board of Directors. Thereafter, any such ratification shall be approved by no less than a three-quarters vote of the Associate's Board of Directors, except that Article V Section 2 shall require ratification by no less than a two-thirds (2/3) vote of all members of the Board of Directors of the ASPIRA Associate prior to adoption. No amendments to these Articles of Association shall be made except upon thirty (30) days written notification to each Associate of the ASPIRA Association, Inc.

ARTICLE VII

Prior Amendments

Section 1 These Articles of Association shall supersede all other agreements entered into between the ASPIRA Association's National Office and the ASPIRA Associates.

In witness whereof, the duly authorized representatives of the ASPIRA Associate and the ASPIRA Association, Inc., as set forth in the attached resolutions, have hereunto set their hands and seals on the day and year set forth below

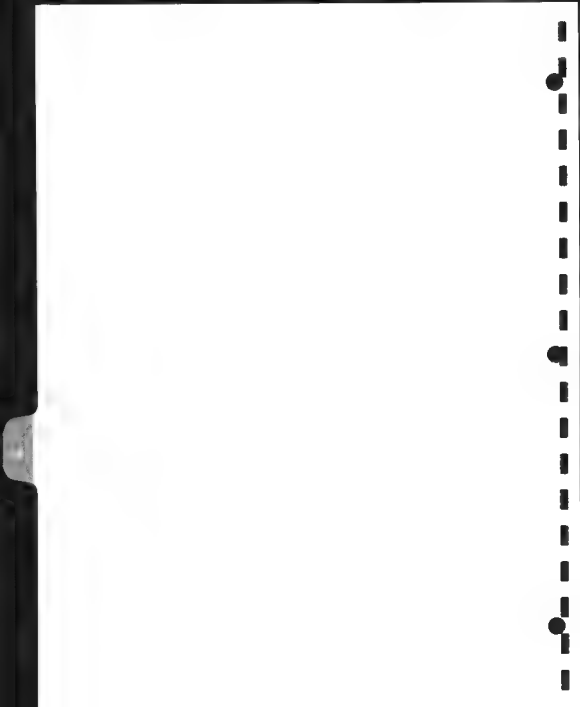
Authorized Representative ASPIRA of _____

National Executive Director

Chairperson of the National Board of Directors

Date







PROGRESS REPORT

to the

National Board of Directors

of the

ASPIRA Association

by

Ronald Blackburn-Moreno
President

August, 2005

INTRODUCTION

This Progress Report covers the activities of the National Office in the three months between February, 2005 and July, 2005. The last report to the Board of Directors was presented at the meeting of the Board of Directors in February, 2005. A report covering the period between February and April, 2005 was submitted to the Executive Committee in May.

Highlights

We are proud to report that John Villamil, ASPIRA's Executive VP and CIO was honored by Latinos in Information Science and Technology Association (LISTA) as the *Latino CIO of the Year* in a major awards dinner event in New York City attended by over 400 people. Also honored was Ms. Magda Yrizarry, a member of the National Board of Directors.

Efforts have been dedicated mainly to.

- a) Develop the concept as well as a broad based, non-partisan, public/private coalition in Puerto Rico in support of the *Conectando a Puerto Rico* initiative and working with the four key groups on the Island in developing a comprehensive model (see details, below)

- b) Finalizing the Hiring Partnership with the **Home Depot** for all the Associates, which received widespread national attention in the media, and for which we received \$100,000 (\$10,000 for each Associate) in general support plus 2 playgrounds valued at \$50,000 each for two Associates, one of which is slated to be constructed at ASPIRA of Florida in August, 2005,
- c) Finalizing the hard negotiations with the El San Juan Hotel and ASPIRA of NJ to set the stage for initiating planning for the **Tech Tools Conference** in Puerto Rico in December,
- d) Developing a series of target **proposals** for the **Office of Minority Health**, the **Administration of Children and Families** (both under the U.S. Department of Health and Human Services, for a total of \$1.3 million, the latter involving meeting with members of the U.S. Senate's offices to promote the program), the **National Highway Safety Administration (NHTSA)** -2 proposals for \$750,000 total, **Verizon Foundation**, and the **Department of Justice** for a financial literacy program.
- e) Providing on-going **technical assistance and training to the Associates** in technology, including a **week-long training of Technology Council** from the Associates in Washington, DC and a **one-week staff training for ASPIRA de Puerto Rico**. Others included:
 - 1. ASPIRA of CT Board training and strategic planning,
 - 2. ASPIRA of IL in technology and in developing their Strategic Plan involving a series of Charter Schools and the Junior Technical College accreditation,
 - 3. ASPIRA of Florida Board training, strategic planning
 - 4. ASPIRA of New York and New Jersey technology
 - 5. ASPIRA de PR program implementation
- f) Informing members of Congress regarding the **TRIO programs** that are up for reauthorization together with the Council for Opportunity in Education,
- g) Implementing the currently funded DC NHTSA, **Office of Minority Health** grants, along with grants from the **Verizon Foundation** (technology training) and **Citibank** (Home Ownership),
- h) Securing a grant from **AOL Latino** that includes a broad partnership with the company,
- i) Providing support for the establishment of **ASPIRA of Delaware**, including support in writing a grant to MBNA for the group that is already developing programs with youth,
- j) Working on language to amend the Articles of Association to be able to incorporate the **Aspirante Alumni Fellowship**
- k) Serving as the lead organization in the **National Hispanic Leadership Agenda** (ASPIRA is Chair), in the release of the NHLA Congressional Scorecard and an NHLA retreat in Atlanta,
- l) Participating in various **conferences and meetings of national organizations**, such as the HACR Symposium, the NALGO National Conference and the NCLR Conference in Philadelphia, and the NEA "No Child Left Behind conference in California,
- m) Signing and MOU with **Somos Telecentros**,

- n) Continuing our relationship with other **national Hispanic organizations**, especially with HACR (attended various corporate visits Coors, Ford Motor, Wal Mart), and our policy work around *No Child Left Behind*
- o) Initiating conversations with a group of community leaders to establish an ASPIRA in **Rhode Island**.
- p) Completing the negotiation and signing of a **lease extension** for 10 years on ASPIRA's current office space,
- q) Providing Associates with **on-going information on policy issues and grant availability**,
- r) Transferring the servers at the office to **Office 2003 Server** that allows for telecommuting,
- s) Implementing the telecommuting initiative at the National Office On a test basis, top staff are able to telecommute two days a week The experiment will be evaluated until December, when the new office lease begins
- t) Operating a reduced **summer internship program** at the National Office, and
- u) Preparing for the **end of fiscal year reporting** on the National Office's finances

Accomplishments

New Initiatives

Conectando a Puerto Rico - This initiative, which has been in the planning for at least two years with ASPIRA de Puerto Rico, took off during this period. *Conectando* is proposed as an ASPIRA spearheaded initiative to develop a national economic development model for Puerto Rico using technology as an anchor. During this period, the National Office and ASPIRA de Puerto Rico worked to develop a formal *Concept Paper* and to engage a wide range of partners from both the public and private sectors in Puerto Rico as well as major technology corporations in the United States.

The model proposed includes a three-component initiative: a) an invitational conference, the *Conectando Coalition*, and c) INTECO Model Initiatives. The *Conectando* initiative will be launched at an invitational conference in Puerto Rico to expose about 100 top leaders from government and the private sector, as well as large national technology corporations (e.g., Microsoft, Oracle) to the *Conectando* concept and to the strategy used by Chile to develop its national development model *Chile Digital 2015*. It is expected that, as a result of the conference, a legislated commission (*Conectando Coalition*) will be established in Puerto Rico with top leaders from government, the private sector and NGOs to develop a long term comprehensive economic development model. As the commission completes its work, ASPIRA, with a host of partners, would use the INTECO initiative in the Caguas Humacao corridor (a series of Community Technology Centers), as a model for developing strategies to enhance basic and technology education, high tech education, the development of small, tech based businesses and strategies to enhance government services using technology.

The second effort was directed at building one of the broadest non-partisan coalitions of leaders in Puerto Rico and U.S. corporations to support the initiative in Puerto Rico. A set of meetings were held in Puerto Rico in May and June to further solidify and expand the coalition. To date, we have firm commitments from the following entities:

Private Sector

Verizon (P.R. Telephone)
P.R. Manufacturer's Assn.
P.R. Chamber of Commerce
P.R. Bankers Assn.
Grupo Ferré Rangel (El Nuevo Día)
INDUNIV
INTECO
P.R. 2024
PR Net
Sistema Universitario Ana G. Méndez
Universidad Politécnica
Microsoft
Oracle
Cisco Systems

Government

Governor of P.R.
P.R. Senate (Eco. Dev. Committee)
P.R. Department of Education
Government Development Bank
P.R. Department of Economic
Development (and the P.R. Industrial
Development Corporation (Fomento))
University of P.R. Cayey

A third effort, just begun, has been to integrate a series of long range plans that have already been developed by organizations in Puerto Rico to create a "map" that will point to areas in which the plans coincide. An initial one-day meeting was held in Puerto Rico that included the P.R. Manufacturers Association, INDUNIV, Puerto Rico 2025, R. Chamber of Commerce as well as supporters of the initiative, to begin to map the various plans including the strategic technology plan developed by Fomento. A second meeting is scheduled for August 9, 2005 in San Juan.

Conectando is currently the main initiative of the National Office with ASPIRA de Puerto Rico.

The Home Depot ASPIRA, along with the National Council of La Raza, Ser Jobs for Progress and the Hispanic Association of Colleges and Universities, finalized a historic Hiring Partnership with the formal events in Miami, FL. The Hiring Partnership is a program that will allow community members in ASPIRA sites to apply for jobs at the Home Depot on-line through our Community Technology Centers. Every Associate is participating in the program. A staff member from each Associate was trained on the use of the on-line application system in Atlanta, paid for by The Home Depot. A host of printed and on-line materials were printed for dissemination of the program at each of ASPIRA's sites. Each Associate was also

paired with Home Depot Stores in their area and already local collaborations are being built.

As an incentive to ASPIRA, the Home Depot awarded ASPIRA \$100,000 in general operating support. Each Associate received \$10,000. In addition, the Home Depot agreed to provide ASPIRA with two *KaBoom* playgrounds, valued at \$50,000 each to be built at two Associate sites.

The launch of the national partnership took place in Miami and at each of the ASPIRA Associates. It was a major national media event. The partnership was covered in over 500 articles/media hits across the country, including extensive articles in newspapers in cities where our Associates operate.

We have now successfully negotiated the building of one *KaBoom* playground at ASPIRA of Florida, which will be built on August 24, 2005.

Somos Telecentros/Fundación Chasquinet Agreement - As a result of ASPIRA's participation (and leadership) in the international technology consortium that met in Vancouver, Canada in February, ASPIRA signed an agreement with two organizations that serve as umbrella organizations in Latin America for Community Technology Centers: *Somos Telecentros* and the *Fundación Chasquinet* in Ecuador. Through this Memorandum of Understanding, ASPIRA will provide content (curriculum, program models, training materials) to over 5,000 Community Technology Centers throughout Latin America. In exchange, ASPIRA will have access to the resources of these centers, especially economic development models being implemented across the continent. This MOU greatly expands ASPIRA's reach, visibility and credibility (both in the United States) in the area of technology. Partners in this initiative include Microsoft and Oracle. Since the signing of the MOU, ASPIRA's web site is receiving over 10,000 hits a month more than prior to the MOU.

Ford Motor Company Fund - The Ford Motor Company Fund awarded ASPIRA \$275,000 over two years to further expand its Community Technology Centers in ASPIRA of Florida and ASPIRA of Illinois. This new grant builds on the grant awarded two years ago to establish these centers as after school education centers for ASPIRA students.

ASPIRA of Delaware - ASPIRA of Delaware is moving towards formalizing as an organization in that state. The leadership that is developing ASPIRA of Delaware maintains contacts with, and is working in, schools, and are set to develop a full proposal to establish ASPIRA of Delaware with MBNA. The National Office has provided assistance by attending funder meetings and helping develop their proposal to MBNA. The proposal was submitted and they are awaiting the final response. In

the meantime, the group is working with youth in schools, developing clubs, though not with the ASPIRA name

AOL Latino With a grant from AOL Latino, Associates have received computers and AOL accounts. The project is now growing as AOL is expanding the program to include an entrepreneurial venture with ASPIRANTES. ASPIRANTES will get to sell computers (at a very low price) and AOL accounts in their communities for a commission. Meetings with AOL Latino are on going. A new web site ASPIRA.AOL Latino has been developed that links AOL Latino to ASPIRA and serves as a portal for the project. ASPIRA of Illinois in a deal with AOL Latino, will purchase laptop computers for every student in one of their schools from AOL, which are extremely discounted. An event with the mayor of Chicago is planned.

Office Technology The National Office took a major step during this period in updating its own technology capabilities. A new sever and server system was installed and the office migrated to the system in March. Windows 2003 Server has a host of new capabilities, including extensive support for remote access. This allows staff to work on their own office computer from a remote site and receive and send e-mail. It also features an internal web site with shared calendar, messenger service, contacts, news, shared files and others.

OMH The Office of Minority Health awarded ASPIRA \$300,000 over 10 months to conduct a major evaluation and technical assistance project with their grantees across the country. ASPIRA will be coordinating the work of two major consulting firms who will evaluate programs and provide technical assistance. It will work with another firm to standardize data collection among grantees to meet the requirements of OMH's data collection system. This project is in addition to the \$100,000 awarded by OHM under the Memorandum of Understanding with OMH.

Tech Tools Conference After some uncertainty regarding the Tech Tools Conference for 2005, the National office and ASPIRA of NJ agreed that the National Office would organize the tech Tools Conference in Puerto Rico this year again. Planning for the conference has already begun with the Council for Opportunity in Education.

After difficult negotiations with the El San Juan Hotel by ASPIRA of NJ, an agreement was formalized with the hotel to have both the Tech Tools Conference and the traditional ASPIRA of NJ Golf Tournament. The Tournament is being organized by ASPIRA of NJ. The National Office, COE, ASPIRA of NJ and ASPIRA de Puerto Rico will be involved in the planning of the Tech Tools Conference.

The final financial report for last year's conference was completed. In spite of the difficulties encountered last year, the Conference had a small net income of about \$5,000. We are expecting a higher net income this year.

Working with the ASPIRA Associates

Extensive efforts were made this period to assist Associates in strategic planning and in technology at no cost to the Associates

Technology Training in Washington, DC Under the Verizon grant, the National Office organized an intensive one-week training of the ASPIRA Technology Council. Technical staff from each Associate Office came to Washington, DC for a full week, 9:00am to 5:00pm, training that focused on network security (essential as our technology expands and the number of ASPIRA offices grows), and wireless technology where most ASPIRA offices are moving.

ASPIRA of Illinois The National Office provided extensive on-site and remote technical assistance to ASPIRA of Illinois in its strategic planning effort. This planning process is critical since it involves major initiatives by ASPIRA of Illinois: additional charter schools, purchases/transfers of facilities for the Charter schools and ASPIRA offices, and addition of an accredited Junior Technical College. On-site technical assistance and training was also provided to ASPIRA of Illinois to address the incredible growth being experienced in technology by ASPIRA of Illinois.

ASPIRA of Connecticut The National Office has been providing technical assistance to ASPIRA of CT to help it overcome a serious financial situation. The President participated as a facilitator in a Board Training and Strategic Planning session, which lasted a full day with the entire Board of ASPIRA of Connecticut in Bridgeport. Specific tasks were assigned to the Board members, the staff and to the National Office as a result. In addition, the National Office has helped develop proposals and has provided information to ASPIRA of CT on potential funding sources.

ASPIRA of NY and NJ Both Associates were provided on-site technical assistance to enhance their technology and to provide training and maintenance of their systems. In the case of ASPIRA of NJ, this involved working at various sites.

Information to Associates The National Office continues its efforts to disseminate information to the Associates on public policy issues and grants available on an on-going basis. This process is facilitated by electronic communications.

On-Going Programs

Citibank Home Ownership – Significant progress has been made in the implementation of the pilot Home Ownership Program funded by Citibank. Trainers from ASPIRA of New York and ASPIRA of Florida have been trained and the pilots are already being planned for the summer. Planning meetings were held with Citibank in New York to finalize the pilot project.

NHTSA/General Motors – The National Office continues to work on dissemination of information on traffic safety and impaired driving under this National Highway Transportation Administration grant. ASPIRA just joined The Century Council, an organization chaired by former Congresswoman Susan Mohnrath that addresses the issue of impaired (drunk) driving among youth.

ASPIRA submitted a Concept Paper to General Motors Corporation to create, together with the other major automakers, the National Hispanic Coalition on Traffic Safety. The Concept Paper is being discussed within GM.

Nationwide ASPIRA's model Financial Education in Insurance program, originally funded by Nationwide, is being delivered as proposed with the assistance of Nationwide Insurance. Pilots were delivered in New York City and Florida and several others are planned. This is the only Financial Education Program in Insurance in the country and it is in both English and Spanish. Nationwide has been very pleased with the implementation.

Verizon Foundation Work continues on the Verizon Technology grant. In addition to helping the National office provide technology training and technical assistance to the Associates, this grant promotes literacy and technology literacy.

FDIC Collaboration – As part of ASPIRA's collaboration with the FDIC on the *Money Smart* financial literacy program, ASPIRA was able to influence the FDIC to implement its Spanish language radio campaign in Puerto Rico. Puerto Rico is one of four states where the campaign is being implemented. The announcement was made at a briefing on Capitol Hill with the Chair of the FDIC.

Summer Internship The National Office has curtailed its Summer Internship program since it lacks the capacity to develop a significant experience for a large number of summer interns. This year, the National Office had three interns who worked mainly on public policy issues and dissemination of information on the various ASPIRA programs.

Public Policy

TRIO Programs ASPIRA has been working with the Council for Opportunity in Education on the reauthorization of the TRIO programs (Upward Bound, Talent Search and Special Services, among other programs). There is a movement in Congress to by-pass the "prior experience" clause that would be detrimental to ASPIRA. ASPIRA will be working closely with COE over the next year to ensure TRIO is strengthened rather than weakened, since it is so important to our Associates.

Representatives from ASPIRA of Illinois and ASPIRA de P.R. attended a briefing in Congress in Washington on TRIO and participated in the discussion, proving their perspective of the TRIO programs and the reauthorization.

No Child Left Behind ASPIRA continues its policy work on the no Child Left Behind law, especially through its collaboration with the NFA and its participation in the Hispanic Education Coalition (HFC). ASPIRA supported the NEA action to sue the U.S. Department of Education over funding for NCLB. ASPIRA supports this sweeping, bipartisan and excellent legislation. However, ASPIRA has been consistent in its position that the law cannot (and should not) be implemented because of lack of adequate funding to meet its goals and the burden this puts on Latino children and youth.

Proposals

Several proposals were submitted during this period for ongoing and new funding.

- a) The **OMH** grant proposal was submitted and funded (see above)
- b) A proposal for an additional \$250,000 was submitted to **Verizon** to continue our technology training and literacy program
- c) A proposal was submitted to the Administration of Children and Families of the U.S. Department of Health and Human Services (HHS) for \$1.3 million over three years. The proposal process involved visiting members of Congress and Senators to seek their endorsement and support for the proposal. Cong. Robert Menéndez has already written a letter of support for the grant.
- d) Two new proposals for \$750,000 were submitted to the National Highway Transportation Safety Administration (NHTSA) to expand ASPIRA's work in promoting traffic safety among youth.
- e) A new proposal was submitted to **AOL Latino** to extend the current grant activities.
- f) A proposal was submitted in conjunction with ASPIRA de Puerto Rico for \$250,000 to the P.R. Department of Education, to conduct a second **Arts in Education Conference** in Puerto Rico in September. This conference would again bring together 400 arts educators from the Is. and public schools with experts in arts education for such organizations and the Kennedy Center and the Smithsonian Institution to become exposed to the latest teaching strategies in the arts, especially the application of technology to teaching art.
- g) A proposal for \$100,000 was submitted to the U.S. Department of Justice for a grant to implement a financial education program. The grant is offered as a result of a discrimination lawsuit settlement with a major financial institution. As part of the settlement, the institution committed to develop a basic financial education program.
- h) All requests from corporations for **general support** for this year were sent. Requests were submitted to over 25 corporations, some of which support ASPIRA.

every year, along with several new prospects. It is expected that these will generate about \$200,000 in general operating support.

Collaborations

ASPIRA was invited by a group of community leaders in Rhode Island to discuss the possibility of establishing an ASPIRA in that state. Ms. Hilda Crespo, VP for Public Policy and Government Relations attended a meeting to provide an orientation on the process for organizing an ASPIRA.

ASPIRA continues its strong participation in a host of collaboration with Hispanic and non-Hispanic organizations.

NHLA ASPIRA currently chairs the National Hispanic Leadership Agenda, the organization that brings together the 40 national Hispanic organizations. ASPIRA organized the release of the NHLA Congressional Scorecard at a Press Conference on July 25, 2005. The Scorecard ranks the members of Congress and the Senate on key votes that affect the Latino community. The release generated national publicity for the NHLA.

ASPIRA also organized the first meeting of the year for the NHLA for May 13 and a retreat in Atlanta, GA sponsored by the Coca Cola Company on July 28-29, 2005. The purpose of the retreat was to set priorities for the NHLA for the next two years.

HACR - During this period, ASPIRA participated in a series of Corporate Reviews as a member of the Hispanic Association on Corporate Responsibility in addition to participating in various planning meetings. The reviews included Molson Coors (Washington), Wal Mart (Bentonville, AK), and Ford Motor Company (Dearborn MI). As Treasurer, I am now preparing for the annual HACR audit. ASPIRA will also be participating in the HACR Symposium in Los Angeles, May 8-11, 2005.

The President of HACR resigned in June to accept a position in the private sector. I was selected to Chair the Search Committee for the new President and CEO. The search will extend into September.

Independent Sector - ASPIRA was selected to participate on the Steering Committee for the Independent Sector National Conference in Washington. ASPIRA is also on the Host Committee for the Conference. ASPIRA also supported several IS policy positions regarding accountability of non-profits that were being debated in Congress.

Conferences and Meetings ASPIRA participated in various conferences during this period, including National Association of Hispanic Elected and Appointee Officials (NALEO) in San Juan, The National Council of La Raza (NCLR) in Philadelphia, the HACR Symposium in Los Angeles, NEA Conference on *No Child*

Left Behind in Los Angeles; and National Youth Safety Coalition (ASPIRA is on the board) in Virginia.

Media

In addition to the media coverage for the Home Depot program, ASPIRA is active with its media contractor CommunicAd. CommunicAd is developing an Association-wide brochure and media kit for use by all the Associates, and is developing a "Media Meet" campaign to expose journalists to ASPIRA. We are working with CommunicAd on various press releases and on a Strategic Media Plan and media training, with the Associates, planned for June, 2005.

Governance/Administration

New Lease - The main activity in the area of administration was the negotiation of a new lease for the National Office facilities. We are pleased to inform that the lease renewal was signed, effective January 1, 2005.

ASPIRA secured the services of the EZRA Group (the same company that helped us last time – almost ten years ago). After an extensive search of available properties and our purpose to reduce the space needed by the National Office, we found that the best offer was being provided by our current landlord. The landlord proposed a renewal of the lease for ten additional years for the entire space we currently occupy at \$28.00 per foot (for 6,100 square feet), almost \$15.00 under the price in comparable spaces, either in Washington proper or in the suburbs. In addition, they will provide almost \$80,000 for renovations, which will allow the National Office to sub-divide the space for sub-leasing to other organizations.

Aspirante Alumni Fellowship – as part of the work of the committee of the National Board on the Aspirante Alumni Fellowship, an analysis of the Articles of Association and the ASPIRA By-Laws was conducted to ascertain the possibility of creating a new category of membership to accommodate the Aspirante Alumni Fellowship within the ASPIRA family.

Specific proposals were developed for amendments to the Articles of Association and the By-Laws that were sent to the members of the committee for review and presentation to the National Board.

Audit – The audit of the National Office operations was completed and submitted to the Executive Committee at its meeting in May, 2005. The audit was "clean." An Management Letter was submitted by the auditors to help the organization continue to improve its internal controls. The Management Letter was responded to and, where there was agreement with the auditors, actions are being taken to implement their recommendations.

RESOLUCIÓN

La Junta de Directores de ASPIRA Inc. de Puerto Rico en reunión ordinaria del 5 de febrero de 2005 acordó por unanimidad enviar a la oficina central de ASPIRA Nacional la siguiente resolución.

POR CUANTO: ASPIRA Inc. de Puerto Rico es una organización sin fines de lucro dedicada por años a prestar servicios educativos y consejería de excelencia a los niños y jóvenes puertorriqueños de escasos recursos económicos.

POR CUANTO: Hemos sido reconocidos a través de los años por los servicios de excelencia que hemos prestado por la encomiable labor que han realizado muchos profesionales, y personas dedicadas a servir con pasión, visión y compromiso en nuestra organización.

POR CUANTO: Hay muchas personas y voluntarios que están laborando en nuestra asociada con mucho esfuerzo valor, dedicación y con gran entusiasmo.

POR CUANTO: Solicitamos a la Oficina Nacional de ASPIRA que desarrolle un programa o plan de orientación y de adiestramiento en las siguientes áreas programáticas y de servicios:

- a. Recaudación de fondos
- b. Auditorías y monitoreo de programas.

Que las auditorías periódicas o bi- anuales, sean compulsorias y que se supervisen las finanzas y sistemas de contabilidad de cada asociada pidiendo un "accountability"

POR TANTO: Recomendamos a la Oficina Nacional reinstale la práctica de compartir fondos recaudados con las asociadas y que se vuelva a re-establecer relaciones con las grandes fundaciones nacionales tales como la Ford Foundation, Robert Wood Johnson Foundation y otros.

POR TANTO: Reconocemos los esfuerzos y logros obtenidos por la Oficina Nacional en las relaciones públicas y de dar visibilidad a ASPIRA a nivel nacional; entendiéndola que es hora de dedicar más atención y energía en la prestación de servicios a las asociadas.

Es hora de examinarnos si en realidad estamos cumpliendo con nuestra misión humanizante y educativa y si tenemos la capacidad para continuar con nuestro compromiso apasionado y solicitar con firmeza el mejor y aumentar la calidad de los servicios que prestan nuestras asociadas.

Aprobado por la Junta de Directores de ASPIRA Inc. de Puerto Rico, en San Juan Puerto Rico el 5 de febrero de 2005.


Secretario


Presidenta